



# CITY OF NAPA

955 School Street  
Napa, CA 94559  
[www.cityofnapa.org](http://www.cityofnapa.org)

## MEETING MINUTES - Final

### CITY COUNCIL OF THE CITY OF NAPA

*Mayor Scott Sedgley*  
*Vice Mayor Mary Luros*  
*Councilmember Liz Alessio*  
*Councilmember Bernie Narvaez*  
*Councilmember Beth Painter*

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Tuesday, March 15, 2022

3:30 PM

City Hall Council Chambers

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**3:30 PM Afternoon Session**

**6:30 PM Evening Session**

#### **3:30 P.M. AFTERNOON SESSION**

##### **1. CALL TO ORDER: 3:30 P.M.**

###### **1.A. Roll Call:**

**Present:** 5 - Councilmember Alessio, Councilmember Narvaez, Councilmember Painter, Vice Mayor Luros, and Mayor Sedgley

##### **2. AGENDA REVIEW AND SUPPLEMENTAL REPORTS:**

City Clerk Carranza announced the following supplemental items:

Item 3.B.: Revised final proclamation from City Staff.

Item 5.B.: Video message from two Ukrainian students submitted by Debra Alter Starr.

Items 6.B., 6.C., and 6.D.: PowerPoint Presentations from City Staff.

(Copies of all supplemental documents are included in Attachment 1)

##### **3. SPECIAL PRESENTATIONS:**

###### **3.A. [30-2022](#) AmeriCorps Week, March 13- 19, 2022**

Mayor Sedgley and Councilmembers read the proclamation. Chris Mesa, AmeriCorps Expanded Learning Program Coordinator, Community Programs with the Napa County Office of Education, joined by AmeriCorp Members, received the proclamation and provided brief remarks.

- 3.B.**     [80-2022](#)     Recognizing Local Healthcare Institutions for their Contributions during COVID-19

(See supplemental document in Attachment 1)

Mayor Sedgley and Councilmembers read the proclamation.  
Representatives from the recipient Health Care Institutions accepted the proclamation and provided remarks.

**4. PUBLIC COMMENT:**

Bayard Fox - provided comments regarding the General Plan Process; urged the use of stronger language in the draft Plan to promote real and measurable targets.

**5. CONSENT CALENDAR:**

**Approval of the Consent Agenda**

A motion was made by Vice Mayor Luros, seconded by Councilmember Alessio, to approve the Consent Agenda with item 5.B. pulled for discussion. The motion carried by the following vote:

**Aye:**   5 -   Alessio, Narvaez, Painter, Luros, and Sedgley

- 5.A.**     [42-2022](#)     City Council Meeting Minutes

Approve the January 18, 2022 Regular Meeting Minutes and the January 25, 2022 Special Meeting Minutes.

**5.B.**     [95-2022](#)     Display the Ukrainian Flag in Solidarity with Ukraine

(See supplemental document in Attachment 2)

The item was pulled for discussion.

Councilmember Narvaez shared support and provided comments. Mayor Sedgley responded to a question of Councilmember Narvaez regarding the City's Flag Policy.

Mayor Sedgley called for public comment.

A video message from two Ukrainian students in their senior year at Minerva University in San Francisco, Victoria Stepanenko and Anastasiya Tokar, was played. Debbie Alter-Starr, who submitted the video, provided comments in support of the item, and shared that a fundraising event would be held at the Fairgrounds on April 3, 2022 and 3pm.

Individual Council comments ensued.

Mayor Sedgley introduced Thomas Ault who had offered to donate his Ukrainian Flag; Mr. Ault provided additional comments.

**A motion was made by Councilmember Painter, seconded by Councilmember Alessio, to adopt Resolution R2022-020 authorizing the City Manager to Display the Ukrainian Flag at City Hall in solidarity with the people of Ukraine. The motion carried by the following vote:**

**Aye:**    5 -   Alessio, Narvaez, Painter, Luros, and Sedgley

Enactment No: R2022-020

**5.C.**     [63-2022](#)     Designation of City Manager Pro Tem

**Adopted Resolution R2022-021 designating Assistant City Manager Liz Habkirk as the City Manager Pro Tem, in accordance with City Charter Section 85, to perform the duties of the City Manager if there is a future temporary absence of the City Manager**

Enactment No: R2022-021

**5.D.**     [84-2022](#)     2022 City of Napa Legislative and Regulatory Platform

**Adopted Resolution R2022-022 approving the 2022 City of Napa Legislative and Regulatory Platform.**

Enactment No: R2022-022

**5.E.**     [51-2022](#)     Emergency Replacement of Oak Street Storm Drain

Determined there was a need to continue the emergency action to execute and implement construction contracts for the replacement of the Oak Street Storm Drain from Franklin Street to Brown Street, and determined that the actions authorized by this item are exempt from CEQA.

**5.F.**     [38-2022](#)     Amendment No. 18 of Napa County Flood Control and Water Conservation District Agreement No. 1573 (City Agreement No. 1482)

Authorized the Utilities Director to execute Amendment No. 18 of Napa County Flood Control and Water Conservation District Agreement No. 1573 (City Agreement No. 1482) authorizing the District to pursue determination of the District's rights under the Area of Origin Settlement Agreement and Article 45 of the State Water Supply Agreement and determining the actions authorized by this action are exempt from CEQA.

**5.G.**     [71-2022](#)     Sodium Hydroxide Chemical Purchase

Authorized the Utilities Director to execute a contract with Brenntag Pacific, Inc., in an amount not to exceed \$200,000 for Sodium Hydroxide for use at the three City of Napa potable water treatment facilities, and determine this action is exempt from CEQA.

**6. ADMINISTRATIVE REPORTS:**

**6.A.**     [72-2022](#)     Proclamation of Local Emergency to Respond to the Coronavirus (COVID-19)

City Manager Potter provided the staff report.

Mayor Sedgley called for public comment; there were no requests to speak.

A motion was made by Councilmember Narvaez, seconded by Vice Mayor Luros, to continue the Proclamation of Local Emergency authorizing the City Manager to take actions necessary to respond to the Coronavirus (COVID-19); and ratify actions taken by the City Manager in implementation of the Proclamation of Local Emergency. The motion carried by the following vote:

**Aye:**    5 -   Alessio, Narvaez, Painter, Luros, and Sedgley



**6.B.**     [5-2022](#)     2021 Housing Element Annual Progress Report

(See supplemental document in Attachment 1)

Senior Planner Michael Walker provided the report.

Individual Council comments and questions ensued. Mr. Walker and Community Development Director Vin Smith responded to questions.

Mayor Sedgley called for public comment; there were no requests to speak.

**A motion was made by Councilmember Painter, seconded by Councilmember Narvaez, to accept the 2021 Housing Element Annual Progress Report and direct Staff to file the report with HCD and OPR. The motion carried by the following vote:**

**Aye:**   5 -   Alessio, Narvaez, Painter, Luros, and Sedgley

**6.C.**     [65-2022](#)     Downtown Signage Program

(See supplemental document in Attachment 1)

Neal Harrison, Economic Development Director, and Tony Valdez, Parking Programs Manager, provided the staff report.

Mayor Sedgley called for public comment; there were no requests to speak.

Discussion was brought back to Council. Brief comments ensued.

**A motion was made by Councilmember Narvaez, seconded by Councilmember Alessio, to adopt Resolution R2022-023 approving the Downtown Signage Program; authorizing the City Manager to negotiate and execute an amendment to Agreement C2022-004 with the Napa Downtown Merchants and Professionals Association for the installation of additional signs within the PBID Boundary in the total amount of up to \$450,000; and determining that the actions authorized by this resolution are exempt from CEQA. The motion carried by the following vote:**

**Aye:**   5 -   Alessio, Narvaez, Painter, Luros, and Sedgley

Enactment No: R2022-023

**6.D.**     [88-2022](#)     Fire Department Spotlight

(See supplemental document in Attachment 1)

Fire Chief Zach Curren and Operations Chief Jason Berens provided the report.

Discussion was brought back to Council; individual comments and questions ensued.

Mayor Sedgley called for public comment; there were no requests to speak.

**7. COMMENTS BY COUNCIL OR CITY MANAGER: None.**

**8. CLOSED SESSION:**

City Attorney Barrett announced the closed session item.

**8.A.**     [94-2022](#)     CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6): City designated representatives: Steve Potter, Liz Habkirk, Heather Ruiz, MJ Tueros, Anne Cardwell, Michael Barrett, and Jesse Lad. Employee organization: Napa City Employee's Association.

**CITY COUNCIL RECESS: 5:27. P.M.**

**6:30 P.M. EVENING SESSION**

**9. CALL TO ORDER: 6:30 P.M.**

**9.A. Roll Call:**

**Present:**   5 -   Councilmember Alessio, Councilmember Narvaez, Councilmember Painter, Vice Mayor Luros, and Mayor Sedgley

**10. PLEDGE OF ALLEGIANCE:**

## 11. AGENDA REVIEW AND SUPPLEMENTAL REPORTS:

City Clerk Carranza announced the following supplemental items:

Item 13.: Email from Melody Kendall on behalf of UC Master Gardeners.

Item 14.A.:

- PowerPoint Presentation from City staff.
- Email from Niki Williams on behalf of Napa Climate Now!

Item 15.A.:

- PowerPoint Presentation from City staff.
- Neighborhood comment emails from City staff.

(Copies of all supplemental documents are included in Attachment 2)

## 12. SPECIAL PRESENTATIONS:

12.A. [90-2022](#) Proclaim March 2022 as Women's History Month

Mayor Sedgley and Councilmembers read the proclamation.  
Representatives from Vintage High School and Napa High School  
accepted the proclamation and provided remarks.

## 13. PUBLIC COMMENT:

(See supplemental document in Attachment 2)

Melody Kendall, on behalf of UC Master Gardeners - spoke regarding  
needs of the UC Master Gardeners at the Las Flores Learning Gardens.

## 14. ADMINISTRATIVE REPORTS:

14.A. [17-2022](#)

American Rescue Plan Act (ARPA) Funds

(See supplemental document in Attachment 2)

Director of Finance Anne Cardwell provided the staff report.

Mayor called for public comment; there were no requests to speak.

Discussion was brought back to Council. Individual questions and comments ensued.

Public Works Director Julie Lucido responded to questions regarding storm drains.

City Manager Potter responded to questions regarding proposed uses of the "Community Recovery Bank," which drew much discussion from Councilmembers, and suggested soliciting community input and having staff come back with a more refined list of recommendations. He also provided additional clarification regarding the Las Flores Learning Garden.

Brief additional comments ensued.

**A motion was made by Councilmember Painter, seconded by Vice Mayor Luros, to:**

**1) Adopt Resolution R2022-024 approving the list of American Rescue Plan Act (ARPA) funded projects to be included in the FY 2022/23 budget process and revenue and expenditure budget adjustments to the FY 2021/22 adopted budget, as documented in Budget Adjustment No. BE2203503; and**

**2) Direct staff to develop a public process to solicit public input regarding proposed uses of the Community Recovery Bank and come back to Council with results and a refined list of recommendations.**

**The motion carried by the following vote:**

**Aye:** 5 - Alessio, Narvaez, Painter, Luros, and Sedgley

Enactment No: R2022-024

**15. PUBLIC HEARINGS:**

15.A. [13-2022](#)

Alta East Subdivision

(See supplemental documents in Attachment 2)

Mayor Sedgley opened the public hearing.

Assistant Planner Bond Mendez provided the staff report.

Mayor Sedgley asked Council for disclosures; Council provided them.

Applicant, Blake Griffin, provided additional review of the project and shared he had met with neighbors and discussed their concerns.

Mayor Sedgley opened public testimony; there were no requests to speak.

**A motion was made by Councilmember Narvaez, seconded by Vice Mayor Luros to close public testimony. The motion carried unanimously.**

Discussion was brought back to Council; brief individual comments and questions ensued.

**A motion was made by Vice Mayor Luros, seconded by Councilmember Painter, to adopt Resolution R2022-025 approving a Design Review Permit, Use Permit, and Tentative Subdivision Map for the Alta East Subdivision, a subdivision of an 0.83-acre property into 5 single-family lots at 1568 East Avenue and determine that the actions authorized by this resolution are exempt from CEQA. The motion carried by the following vote:**

**Aye:** 5 - Alessio, Narvaez, Painter, Luros, and Sedgley

Enactment No: R2022-025

**16. REPORT ACTION TAKEN IN CLOSED SESSION:**

City Attorney Barrett announced that there was no reportable action taken in Closed Session.

**17. COMMENTS BY COUNCIL OR CITY MANAGER:**

City Manager Potter shared that the Ukrainian flag that was provided earlier in the day was undersized. Staff has ordered an alternate flag and he would advise Council when it would be prepared to be flown.

Councilmember Alessio wished both Councilmember Narvaez and Mayor Sedgley happy birthday.

Councilmembers Narvaez, in honor of National Woman's month, recognized the women in his life and commended the women wrestlers who were celebrated earlier in the evening.

Councilmember Painter shared appreciation for the women in leadership within the City staff.

**18. ADJOURNMENT: 8:05 P.M.**

**Submitted by:**

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**Tiffany Carranza, City Clerk**

**ATTACHMENT 1**

**SUPPLEMENTAL REPORTS & COMMUNICATIONS  
Office of the City Clerk**

**City Council of the City of Napa  
Regular Meeting**

**March 15, 2022**

**FOR THE CITY COUNCIL OF THE CITY OF NAPA:**

**AFTERNOON SESSION:**

**3. SPECIAL PRESENTATION**

**3.B. Recognizing Local Healthcare Institutions for their Contributions during COVID-19**

- Revised final proclamation from City Staff.

**5. CONSENT CALENDAR:**

**5.B. 2021 Display the Ukrainian Flag in Solidarity with Ukraine**

- Video message from two Ukrainian Students in their senior year at Minerva University in San Francisco, Victoria Stepanenko and Anastasiya Tokar, submitted by Debra Alter Starr on March 15, 2022.

**6.ADMINISTRATIVE REPORTS:**

**6.B. 2021 Housing Element Annual Progress Report**

- PowerPoint Presentation from City Staff.

**6.C. Downtown Signage Program**

- PowerPoint Presentation from City Staff.

**6.D. Fire Department Spotlight**

- PowerPoint Presentation from City Staff.

*CITY OF NAPA*  
**PROCLAMATION**

**Recognizing Local Healthcare Institutions’ Response to COVID-19**  
*March 15, 2022*

*WHEREAS*, healthcare officials – to include all levels of staffing at each hospital, every healthcare center and pharmacy and every emergency medical response team in our community – have proven during the COVID 19-health pandemic to be frontline heroes for all of the Napa Valley; and

*WHEREAS*, the responsibility, dedication and fortitude of these devoted individuals to continue administering services in the face of danger and uncertainty serves as an absolute inspiration to all; and

*WHEREAS*, Napans are fortunate to have top quality healthcare providers serving our region, including the Providence Queen of the Valley Medical Center, OLE Health, Kaiser Permanente, Adventist Health St. Helena and St. Helena Hospital Foundation, as well as independent doctors, paramedics and clinics; and

*WHEREAS*, the Providence Queen of the Valley Medical Center is the only Level Three trauma center in our region offering twenty-four hour emergency care and since the beginning of the COVID pandemic has treated almost 950 individuals through its emergency services, has additionally provided care for over 530 patients admitted for hospital stays due to COVID, and has provided support to the community through PPE donations, vaccination clinics, and partnership with Public Health; and

*WHEREAS*, OLE Health was critical to meeting the community’s needs for COVID testing and mass vaccination clinics that ultimately helped thousands of Napans get vaccinated, particularly among underserved populations; and

*WHEREAS*, Kaiser Permanente’s Napa Medical Offices provided vaccination and testing, and leveraged the resources of their larger Northern California network to assist local Napa members; and

*WHEREAS*, Adventist Health St. Helena and St. Helena Foundation operated the only fully Mobile Health Program in the County and provided hundreds of free COVID tests and more than 47,000 vaccination doses to date, at the most convenient locations, to maximize opportunities for Napa residents and community members county-wide; and

*WHEREAS*, healthcare professionals at all levels continuously served through extreme exhaustion and a critically short-staffed workforce and the pledge healthcare officials have taken to provide quality care and ensure patient safety is and always has been critical to the welfare of our entire City. Napans are privileged to have access to the tireless, quality healthcare they provide.

**NOW, THEREFORE, BE IT RESOLVED**, that I, Scott Sedgley, Mayor of the City of Napa, along with the City Council, do hereby recognize the contributions of our local healthcare institutions and express sincere gratitude to the healthcare officials and employees who have worked tirelessly during the pandemic, answering the call to serve our community, and putting the needs of others ahead of their own. Their sacrifices do not go unnoticed and will not be forgotten.

Dated: March 15, 2022

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SCOTT SEDGLEY, MAYOR  
CITY OF NAPA



**City Council Meeting  
3/15/2022  
Supplemental I - 6.B.  
From: City Staff**



# Housing Element Annual Progress Report

March 15, 2022

# Housing Projects & Permits

- Table A
  - Housing Projects
- Table A2
  - Affordability & Status
- Table B
  - Permit Summary

Table A										
Housing Development Applications Submitted										
Unit Types		Date Application Submitted	Proposed Units - Affordability by Household Incomes							
2	3	4	5							
Unit Category (SFA, SFD, 2 to 4, 5+ ADU, MH)	Tenure R=Renter O=Owner	Date Application Submitted	Very Low-Income Deed Restricted	Very Low-Income Non Deed Restricted	Low-Income Deed Restricted	Low-Income Non Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Non Deed Restricted	Above Moderate-Income	Total Units

Table A2									
Annual Building Activity Report Summary - New Construction, Entitled, Permits and Completed Units									
Unit Types		Affordability by Household Incomes - Completed Entitlement							
2	3	4							
Unit Category (SFA, SFD, 2 to 4, 5+ ADU, MH)	Tenure R=Renter O=Owner	Very Low-Income Deed Restricted	Very Low-Income Non Deed Restricted	Low-Income Deed Restricted	Low-Income Non Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Non Deed Restricted	Above Moderate-Income	Total Units

Table B							
Regional Housing Needs Allocation Progress							
Permitted Units Issued by Affordability							
1	2						
RHNA Allocation by Income Level	2015	2016	2017	2018	2019	2020	2021
185	-	-	-	53	-	30	13
106	-	6	1	15	16	27	10
141	-	-	-	-	11	18	24
403	99	135	37	523	92	44	125
835	99	143	38	591	160	139	211



# Permitted Housing Units

## 2015 to 2023

	Very Low	Low	Moderate	Above Moderate	ADUs	Total
2015				96	3	99
2016		6	2	132	3	143
2017		1		20	17	38
2018	53	15		479	44	591
2019		27	41	92	34	160
2020	30	45	20	44	45	139
<b>2021</b>	<b>13</b>	<b>34</b>	<b>39</b>	<b>125</b>	<b>60</b>	<b>211</b>
2022						
2023						
Total	96	128	102	1,055	206*	1,381
RHNA	96/185	128/106	102/141	1,055/403	n/a	1,381/835

\* ADUs are now included in the appropriate income category



# Housing Element Implementation

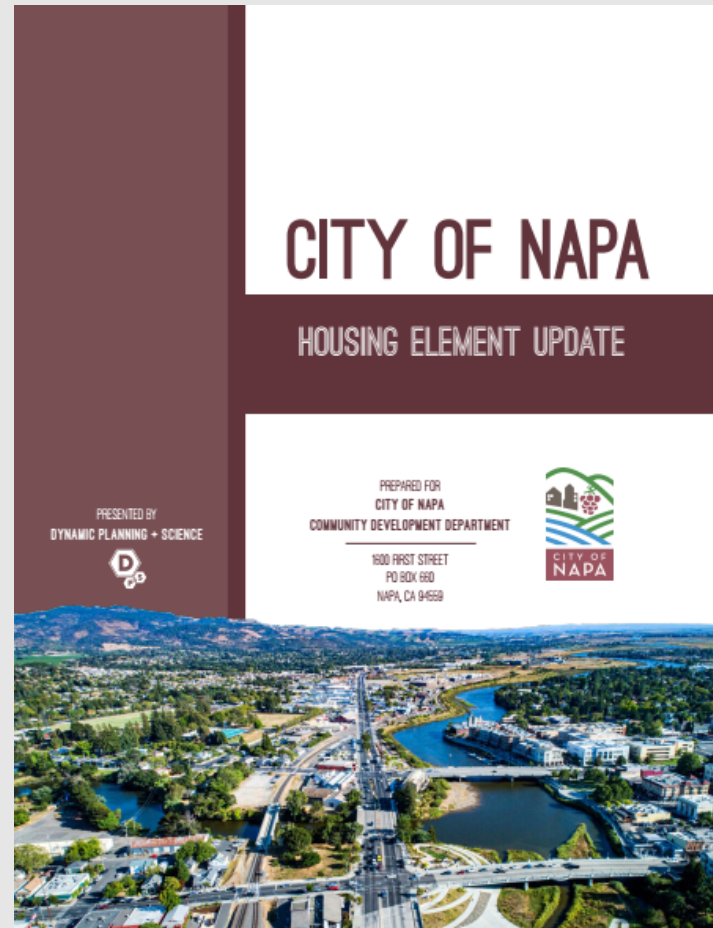
## 2021 Accomplishments

- Continued General Plan Update
- 2 deed-restricted ADU thru Junior Unit Initiative
- Initiated Housing Element Update
- Completed Redwood Grove 34 Units
- Completed Charter Oaks Renovations
- Continued assistance programs



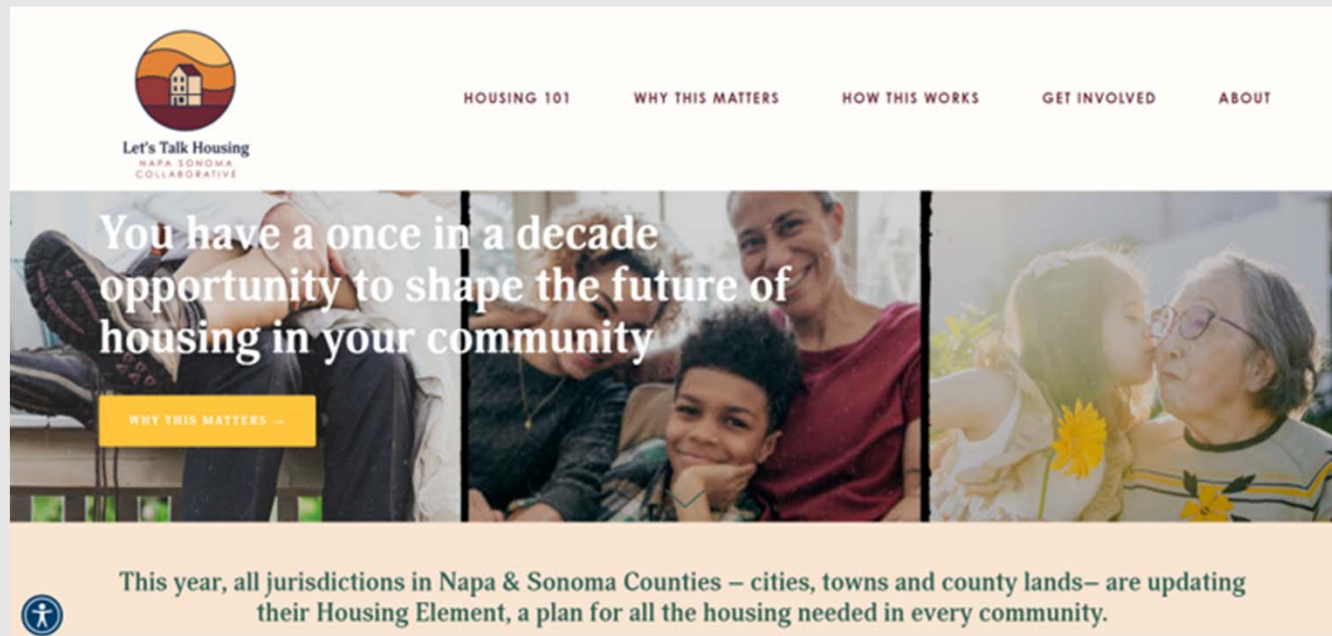
# Coming Year

- Housing Element Update
  - Staff Kickoff in February
  - Public Launch in Spring
  - Certification January 2023



# Housing Element Update

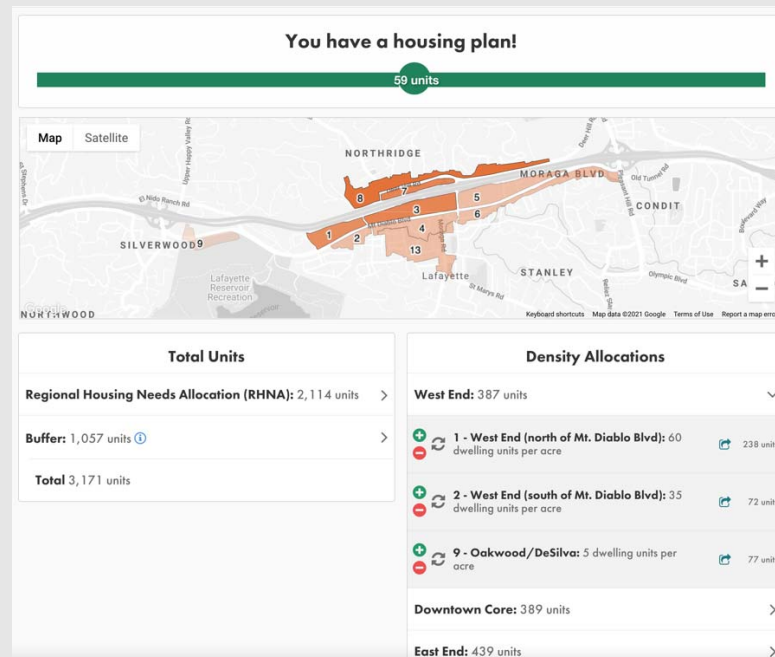
- Napa-Sonoma Subregional Housing Collaborative
  - Technical Assistance & Website Resources
  - Fair Housing Analysis
  - Equity Working Group



# Housing Element Update

- Simulation-Based Outreach Tool
- Online or In Person
- Interactive
- Site Specific

**BalancingAct.**



# Action

Receive the 2021 Housing Element Annual Progress Report and direct Staff to file with HCD and OPR





The background of the slide is a photograph of a historic street in Napa, California. A prominent circular building with a white dome and red brick walls is the central focus. To its right are other brick buildings with dark awnings. The street is lined with trees and flowers, and the scene is captured in a warm, golden light, suggesting late afternoon or early morning.

# City Council Meeting Downtown Signage Program March 15, 2022

# Signage is Important



- Directs and orients users to main destinations
- Guides visitors to improve traffic flow
- Supports circulation of all users like pedestrians, cyclist, drivers
- Unifies the City and promotes brand



# State of Our Downtown Signage

- Signage +20 years old
- Patched over font, incorrect information, deteriorating signs
- Lack district gateways (Downtown, Riverfront, Oxbow)



# 2018 Upgrade Sign Designs

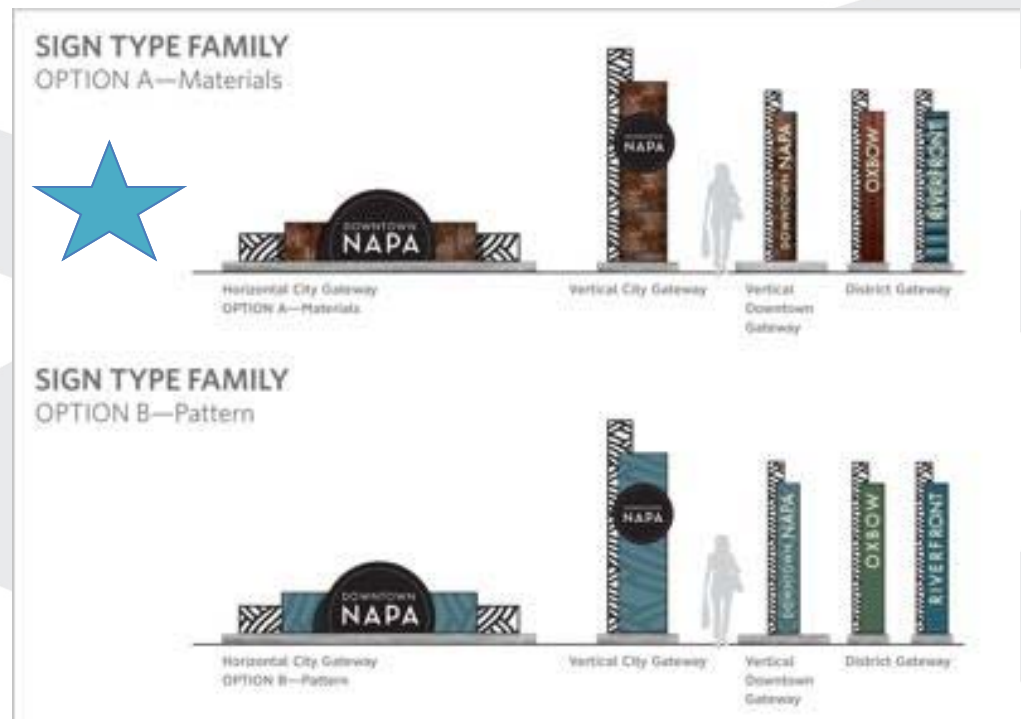
- 2018 City Staff initiated new designs in keeping with modern best practices and placemaking standards
- Design contract to Hunt Design to create an updated design for “family of sign types”:
  - Vehicular Directional signage;
  - City Gateway signage;
  - City Building and Downtown Park ID signage;
  - Parking Directional (surface lot and garage identification signage);
  - District Gateway signage; and
  - Pedestrian Information and Directional signage.





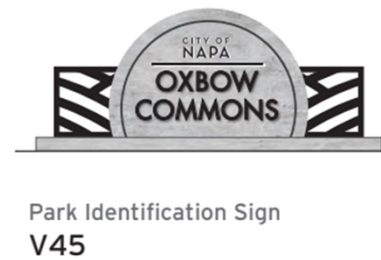
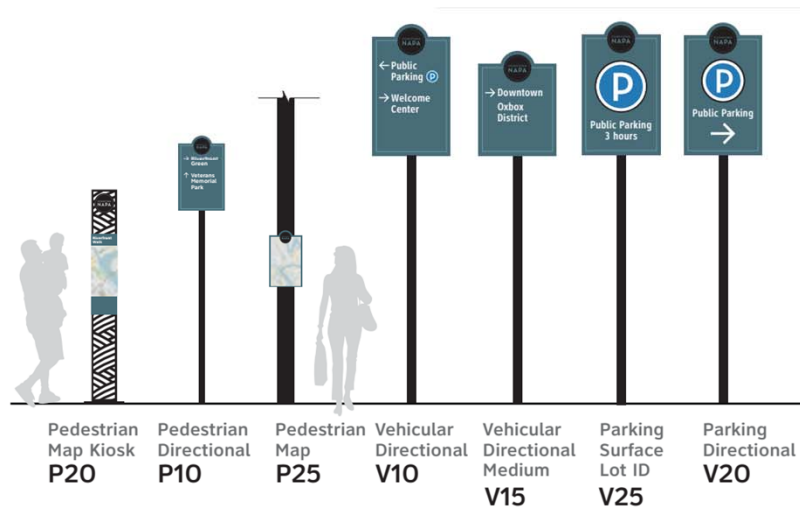
# 2019 Options Presented to Council

- On August 20, 2019, Council was presented with two design options, of which, Option A was the desired design and material direction.
  - Reclaimed wood
  - Painted signs with protective coating
  - Nod to the history and nature of Napa



# Complete Sign Package

## 112 Total Signs



# PBID Funding

- Following 2019 Council meeting, there was no funding streams identified
- In May 2021, City Staff approached the Napa Downtown Association (NDA) and the Property Business Improvement District (PBID)
- Well Design Premium Signage, a local firm specializing in wayfinding signage, selected
- Team: Well Design, Hunt Design, NDA/PBID, City Staff (ED, Parking, PW, Building)



# Installation Goals

- Fabricate and Install as quickly as possible to keep cohesion and lifecycle
- Total Cost of PBID signs (omit City Building and signs outside of PBID zone): \$450k
- Phase 1: \$125k (started)
- Phase 2: \$325k (2022-2023)
- Estimate \$50-100K for the remainder





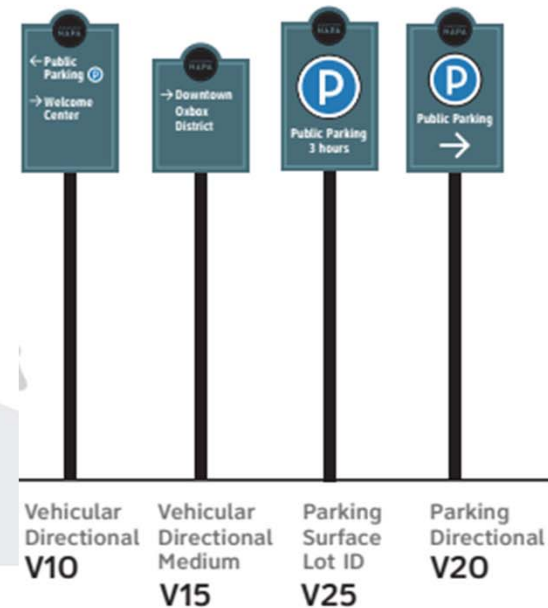
# Current Agreement with NDA to use PBID Funds

- Agreement C2022-004
  - Repainting existing signposts.
  - Replacement of existing signs with new signs.
  - Installation of 5 new gateway signs
  - Provide City with shop drawings, engineering specifications, site surveys, and any other documentation required by City staff.
  - \$125k Cap

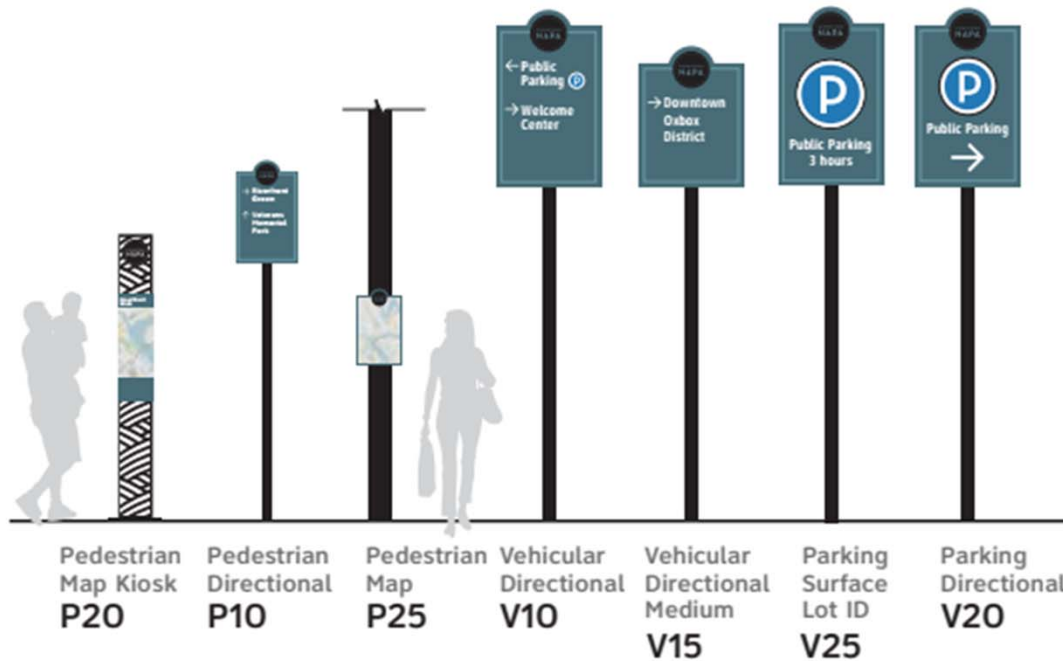


# Phase 1 of Sign Installations

- 5 new gateway signs
- Replacement of existing:
  - Vehicular directional signs.
  - Parking Surface ID signs
  - Parking Directional signs
- Team is meeting and fabrication is starting
- Installation begins in April



# Phase 2 Sign Installations



- Park Identification signs.
- Pedestrian directional.
- Pedestrian map and map kiosk.
- New vehicular directional signage.
- New parking directional and surface lot ID signs.
- City Building ID



# Schedule

- Phase 1: started and replacement signs to go up in April
- Phase 2: PBID has some remaining funding to start paying for this phase
- Alternative funding source will have to be found for:
  - City building ID signs.
  - Signs not within the PBID boundary.
  - Any signs negotiated in the amendment to agreement C2022-004.



# Staff Recommendation

- Adopt a resolution approving the Downtown Signage Program; authorizing the City Manager to negotiate and execute an amendment to agreement C2022-004 with the Napa Downtown Merchants and Professionals Association for the installation of additional signs withing the PBID boundary in the total amount of up to \$450,000; and determining that the actions authorized by this resolution are exempt from CEQA.



# City of Napa Monthly Spotlight







# FIRE ADMINISTRATION

Staffing: Fire Chief,  
Management Analyst II,  
Administrative Secretary, Office  
Assistant and (1) PT Aide  
Highlight: (2) Bilingual (Spanish)

Functions:

- Budget
- Personnel Management
- Purchasing, Logistics

# FIRE PREVENTION

Staffing: Fire Marshal, Secretary, (4) Inspectors, (1) PT Inspector (One Inspector III Position Frozen). Highlight: 3 Bilingual (Spanish)

## Functions:

- New Development Approval Process
- Construction Inspection
- Tenant Improvement & Occupancy Change Plan Review & Inspection
- Ongoing Fire & Life Safety Inspections
- Weed Abatement & Fuels Mitigation
- Public Education & Outreach

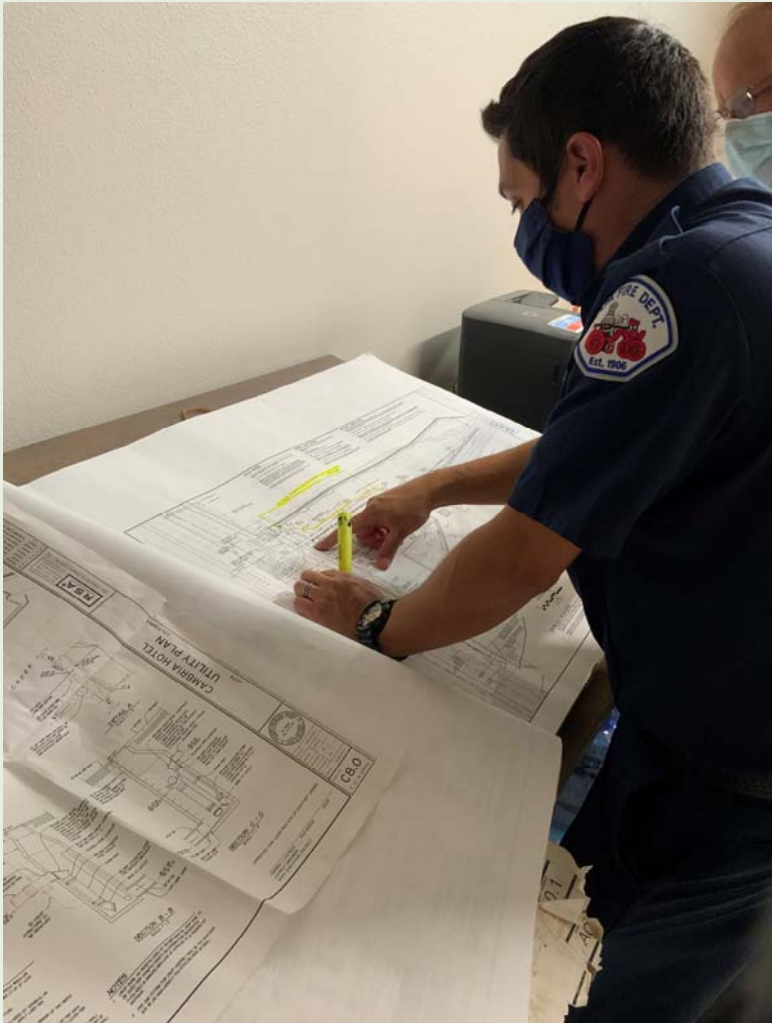
## Highlights:

- Revamped Public Website for Ease of Access
- Complete Records Management System Overhaul, including Tablet-based Inspections.
- 100% Completion of State Mandated Inspections
- False alarms reduced from 646 (2019) to 311 (2021)





# FIRE PREVENTION



**1,710**  
Total Annual Fire & Life Safety  
Inspections for 2021

Construction Inspections	
Underground Fire Service Mains.....	26
Fire Sprinkler Systems.....	461
Alternate Fire-Extinguisher Systems.....	10
Fire Alarm Systems.....	153
Fire Access, Misc.....	33
Fire Final Inspections.....	330
<b>Total - 1,013</b>	

Project Review	
Building Plans Reviewed.....	783
Fire Sprinkler Systems.....	212
Alternate Fire-Extinguisher Systems.....	21
Fire Alarm Systems.....	71
Inter-Department Reviews.....	194
Express Counter Reviews/Solar/Misc.....	895
<b>Total - 2,176</b>	

Annual Fire & Life  
Safety Inspections  
**41.2%**  
Increase Over 2020

Construction Inspections  
**56.8%**  
Increase Over 2020

Project Review  
**97.2%**  
Increase Over  
2020

## 2021 Totals

- **2,176 Project Reviews**
- **3,052 Inspections**

## Some NFD highlights:



- Re-located Fire Admin Office
- 2 Academies, 8 New hires, 8 Promotions, 11 Appointments (Specialty Teams)
- 2nd Busiest Year on record (10,199 emergency incidents)
- 8 Wildfire Deployments to CA & OR & a COVID Surge Deployment to LA
- Secured multiple grants and donations for the purchase of firefighting and rescue equipment
- Management of City Emergency Plans & Procedures, including EOC.
- Update to the City Hazard Mitigation Plan
- Improvements to HR, Budgeting, Facilities & Fleet Processes, as well as internal FD processes & software

Fires.....	255
Hazardous Condition.....	218
EMS/Rescue.....	6,602
Rupture/Explosion.....	4
Service Calls.....	1,091
Good Intent.....	1,473
False Call.....	547
Miscellaneous.....	9

## 2021 RESPONSE OVERVIEW

- 10,199 Total Calls
- 12,230 Total Unit Responses
- Increase in all call types
- 64.7% Were Medical
- 9% Homeless-related

**5.2%**

Increase in Call Volume  
From 2020 to 2021

**33.4%**

Increase in Call Volume  
Over the Past Decade

# Fire Operations



# OPERATIONS



- 5 Stations
- 18 personnel daily on 7 units
  - 1 Battalion Chief Unit
  - 1 Aerial Ladder Truck
  - 4 Fire Engines
  - 1 Squad
- Reserve Fleet
  - 2 Fire Engines
  - 1 Wildland Engine
  - 1 Squads
  - 1 OES Provided Fire Engine



# SPECIAL OPERATIONS TEAMS



- 5 Special Operations Teams:
  - Hazardous Materials Team
  - Fire Investigations Team
  - Technical Rescue Team
  - Water Rescue Team
  - SWAT Medic Team

# SPECIAL OPERATIONS TEAMS



- N.I.H.I.T- Napa Interagency Hazardous Incident Team
- Napa County & American Canyon Fire
- Napa City - 3 Members
- 96 Hours Annual Training per Member
- All Major Hazardous Materials Incidents

# SPECIAL OPERATIONS TEAMS



- Water Rescue Team
- Coordinate w/ Coast Guard
- 9 Members
- 24 Hours Annual Training per Member
- City Waterway Responses (also provide mutual aid)





## SPECIAL OPERATIONS TEAMS

- Napa Interagency Rescue Team – N.I.R.T
- Napa County & American Canyon Fire
- Napa City - 9 Members
- 48 Hours Annual Training per Member
- Rope Rescue, Structural Collapse, Confined Space Rescue, Trench Rescue

# SPECIAL OPERATIONS TEAMS



- Tactical Paramedic Team
- Train w/ Napa Police Dept. SWAT Team
- 2 Members
- 192 Hours Annual Training per Member
- Deploy with NPD SWAT Team
- Primary Function- SWAT Team Member Medical Care

# SPECIAL OPERATIONS TEAMS



- Fire Investigation Team
- Coordinate with Napa Police and District Attorney
- 6 Members
- 24 Hours Annual Training per Member
- Primary Function- Investigate suspected Arson Fires
- Recent increase in arson fires and successful prosecutions





## Mutual Aid

- Mutual Aid: Major Disasters, Fires, Floods, Earthquakes, Hazardous Materials Incidents, Technical Rescues, Pandemic Support
- 2021 Wildland Fire Mutual Aid Deployments
  - Bootleg Fire, Or
  - Monument Fire, Ca
  - Airola Fire, Ca
  - Dixie Fire, Ca
  - Alisal Fire, Ca
  - Caldor, Ca
  - Huntington Hospital Surge, Ca
  - Local Pre-Position Events
- Total of 74 days deployed out of county- up to 3 Engines and 2 Overhead Personnel

# Other Programs & Considerations





## OTHER DEPARTMENT PROGRAMS

- Designated Infection Control Officer
- Honor Guard
- Health & Wellness Program
- Apparatus Specialist Team
- Peer Support Team
- Social Media Team
- Pre-Incident Plan Team
- Recruitment Team
- Employee Recognition Team
- Fire Explorer Team

# FUTURE Considerations

- Increasing Service Demand
- More Community Risk Reduction Planning & Education
- Increased Wildfire Risk
- Service Cost Inflation, Funding
- Recruitment Challenges
- Diversity Recruitment
- Succession Planning

Thank you! We are grateful for the opportunity to serve.





**ATTACHMENT 2**

**SUPPLEMENTAL REPORTS & COMMUNICATIONS  
Office of the City Clerk**

**City Council of the City of Napa  
Regular Meeting**

**March 15, 2022**

**FOR THE CITY COUNCIL OF THE CITY OF NAPA:**

**EVENING SESSION:**

**13. PUBLIC COMMENT:**

- 1) Email from Melody Kendall on behalf of UC Mater Gardener received on March 14, 2022.

**14. ADMINISTRATIVE REPORTS:**

**14.A. American Rescue Plan Act (ARPA) Funds**

- PowerPoint Presentation from City Staff.
- 1) Email from Niki Williams on behalf of Napa Climate NOW! Leaf Blower Issues Team received on March 14, 2022.

**15. PUBLIC HEARINGS:**

**15.A. Alta East Subdivision**

- PowerPoint Presentation from City Staff.
- 1) Neighborhood comment emails from City Staff received on March 11, 2022.

**From:** [REDACTED]  
**Sent:** Monday, March 14, 2022 6:37 AM  
**To:** [Clerk](#)  
**Subject:** 3/15/22 6:30p City Council mtg. information for public comments section  
**Attachments:** City Council Mtg. 3-15-22 UC Master Gardeners Las Flores Learning Gardens.pdf

---

You don't often get email from [REDACTED] [Learn why this is important](#)

[EXTERNAL]

Here is the information that I will be speaking on during the public comments portion of the 3/15/22 6:30p Napa City Council Meeting.

Please distribute as per usual procedure.

Please acknowledge receipt of this email

Sincerely

Melody Kendall

UC Master Gardener

# UC MASTER GARDENERS OF NAPA COUNTY & CITY OF NAPA PARTNERSHIP LAS FLORES LEARNING GARDEN



- Introduction
- Purpose
- Progress to date
- Action items
- Benefits to Community
- UCMG contributions
- Future potential
- Closing

# UC MASTER GARDENERS OF NAPA COUNTY & CITY OF NAPA PARTNERSHIP

## LAS FLORES LEARNING GARDEN

**Introduction:** Melody Kendall UC Master Gardener of Napa County and a Napa native.

**Purpose:** To bring awareness of the development of the Las Flores Learning Garden (LFLG) an Educational Botanical Garden in partnership with the City of Napa Parks & Rec (the City) with the UC Master Gardeners of Napa County (UCMG) and the potential benefits to the Community this project will provide.

-See booklet listing all 18 potential education gardens to be developed as resources, both funding and personnel, allow (pages 1-24) All CAD drawings and plans by UCMGs.

### **Progress to date:**

-#2 Low-water, Low-maintenance garden installed with interpretive bilingual signage in place. Concrete 'Education viewing and ADA access platforms' and benches provide ADA access and education amplification. (page 5) Two separate UCMG public education events have already been held in this area in 2022.

-#3 Native California and #4 Pollinator Gardens in progress to date; leveling of soil, irrigation and 3 trees to be installed by the City. UCMGs to purchase plants and install them. #3 & #4 gardens to be completed by June 2022. (pages 6-7)

-#5 Dry garden, succulent garden install is on hold pending approval from City of Napa for debris removal and sheet mulching method applied by UCMGs no later than April 2022. If approved and carried out by April 2022 the #5 garden plants would then be installed and garden completed in fall of 2022. (page 8)

### **Action Items:**

-The City and UCMGs to complete install of #3 & #4 gardens.

-For the City to install two concrete 'Education viewing and ADA access platforms' for viewing the signage and gardens. The City to order two benches (UCMGs to purchase) for these garden areas. UCMGs will purchase signage. The City to install signage and benches.

-The City to approve debris removal (providing a debris trailer) and sheet mulching for area #5 garden. (page 8). UCMGs will then proceed with these projects.

-Make sure wording in the 2040 General Plan supports the planned improvements to the Las Flores Park. e.g. 'encourage coordination with non-profit organizations'

-Start the approval process for the change of use application for LFLG areas #6, #7 & #13 (pages 9-12 & 17-18) in Parks & Rec Master Plan. Making sure that 'improvements to the Las Flores Park' are included.

-Napa City Council to consider this project for funding from the ARPA funds in the 'addressing negative economic impacts' section (14A in tonight's agenda 3-15-22) based on this project's health benefits to the community and the 'blue-zone' applications.

-UCMGs would set up a designated LFLG account with the Napa Parks & Rec Foundation to hold and disperse those funds (similar to existing 'Friends of Westwood Hills' account)

-UCMGs and the City area are currently working on a 3-5 year MoU document for the LFLG to supplement the existing overarching MoU already in place. .

### **Benefits to Community:**

-Health and wellness, Physical participation, Education, Empowerment and Pleasure. One-of-a-kind Botanical Napa Learning Garden for children and adults.

### **UCMG contributions:**

-Public education workshop events occurring each month onsite at LFLG.

-Provide and will continue to provide UCMGs for upkeep of all developed garden areas as needed each month.

-Act as docents when UCMGs on property at any time scheduled or otherwise.

-Are working with the City to make the Las Flores Learning Garden sustainable, both in terms of the educational aspects as well as the "stewardship" aspects.

-Will provide significant funds and UCMG volunteer hours for creation and upkeep of the Learning Gardens. See included spreadsheet of funds and volunteer hours contributions from UCMGs in fiscal year ending June 2021. (page 24)

### **Future potential:**

-Enhanced use of existing grass areas at Las Flores Park which will need 'change of use' provisions to be included in the 2040 General Plan and the Parks and Rec Master Plan.

-Consider the added benefits to the community these installations will, with UCMG expertise, provide on a continuing basis year around.

See pictures accompanying the #13 Children's garden, #6 Wellness Garden & #7 Education Complex. (pages 17-18 & 9-12)

### **Closing:**

-We welcome all at our June 26th LFLG Grand Opening (11am-2pm). 20+ UCMG and Community Partners to staff 'Learning Stations' featuring information, hands on opportunities and general Community fellowship in a beautiful Botanical setting.

-The interaction the UCMGs have had with the neighborhood has been extremely positive and anticipatory.

-Watch us grow and please remember us when making future plans for the City of Napa.





**CITY OF NAPA**  
PARKS & REC  
IN PARTNERSHIP  
WITH THE  
**UC MASTER  
GARDENERS**  
OF NAPA CO.



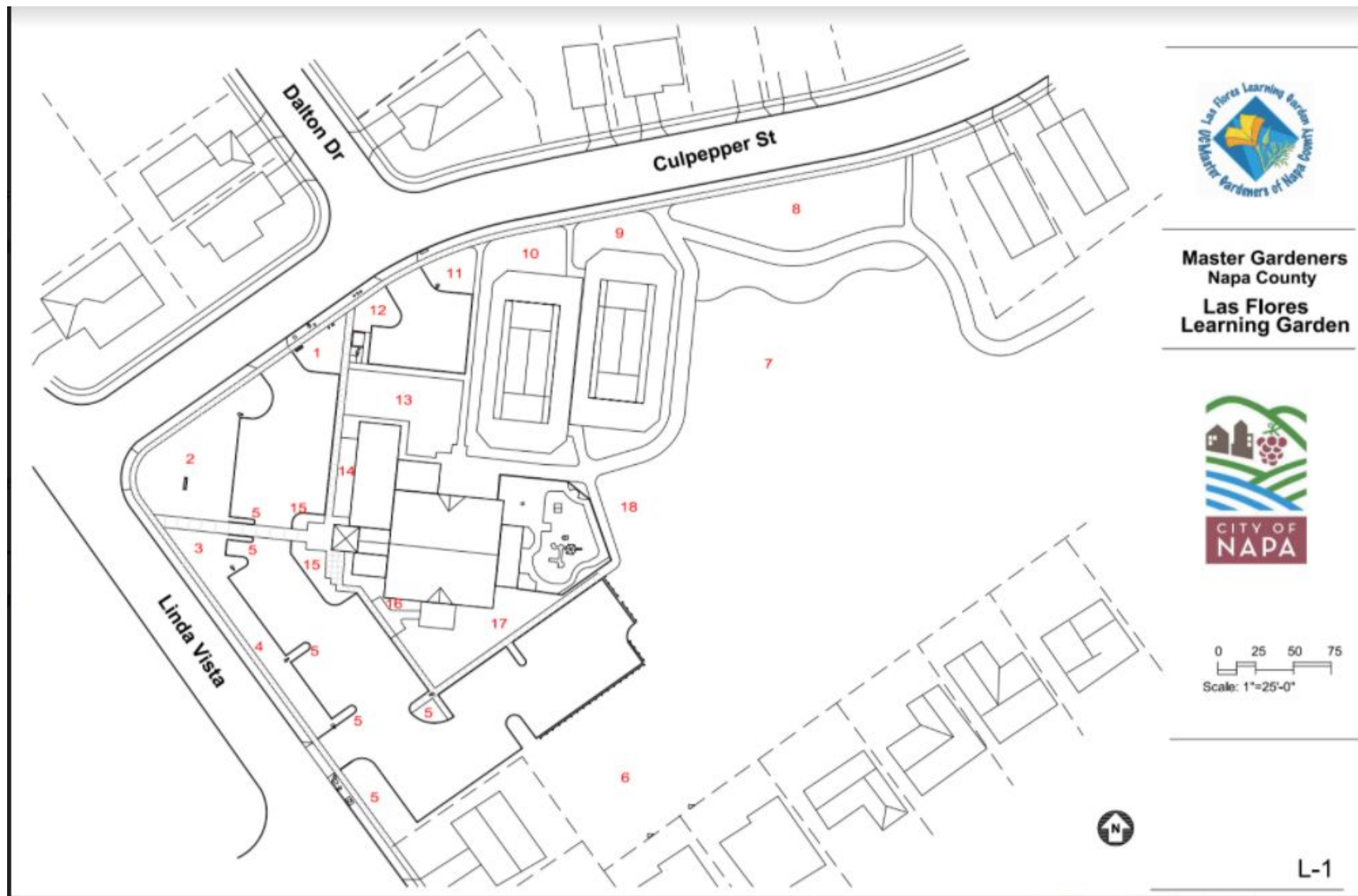
**IN THE PLANTING BEDS  
AT THE  
LAS FLORES COMMUNITY  
CENTER  
4300  
LINDA VISTA AVE**



UC MASTER  
GARDENERS OF  
NAPA COUNTY  
& CITY OF NAPA

**LAS  
FLORES  
LEARNING  
GARDEN**

NUMBERED  
PLANTING AREAS  
WITH  
RECOMMENDED  
CONTENTS



- 1-Landscape grasses
- 2-water wise/low maintenance w/color for most of the year
- 3-Native Plants
- 4-Pollinator garden + trees TBD
- 5-Succulent/dry garden
- 6-Wellness Garden = Zen Garden, Sensory garden, meditation labyrinth, Peace Circle
- 7-Education Center=Greenhouse; teaching pavilion; storage shed; compost; veg trials area; veg summer & winter raised beds + ADA raised bed area

Page 6 of 72

- 8-Firewise
- 9-TBD
- 10-TBD
- 11-TBD
- 12-Landscape grasses
- 13-Children's garden
- 14-Citrus
- 15-Tubers/bulbs/corms color all year garden
- 16-TBD
- 17-Lawn alternatives
- 18-Rain garden/swale



Master Gardeners  
Napa County  
**Las Flores  
Learning Garden**



0 25 50 75  
Scale: 1"=25'-0"



L-1

# #1 & #12 PLANTING AREAS

## LANDSCAPE GRASSES

-#1=Size in feet=25'x10'x28'x6'

-#12=Size in feet=

46'x12'x25'x15

-Both face Northwest along Culpepper

-#1=Borders Culpepper & sidewalk along Northwest side and the main parking area Culpepper entrance on the south side

-#12=Borders Culpepper & sidewalk and west entrance to small parking area

-Full sun

-#1=Contains low shrubs (to be removed) & a large water pipe access point to be worked around.

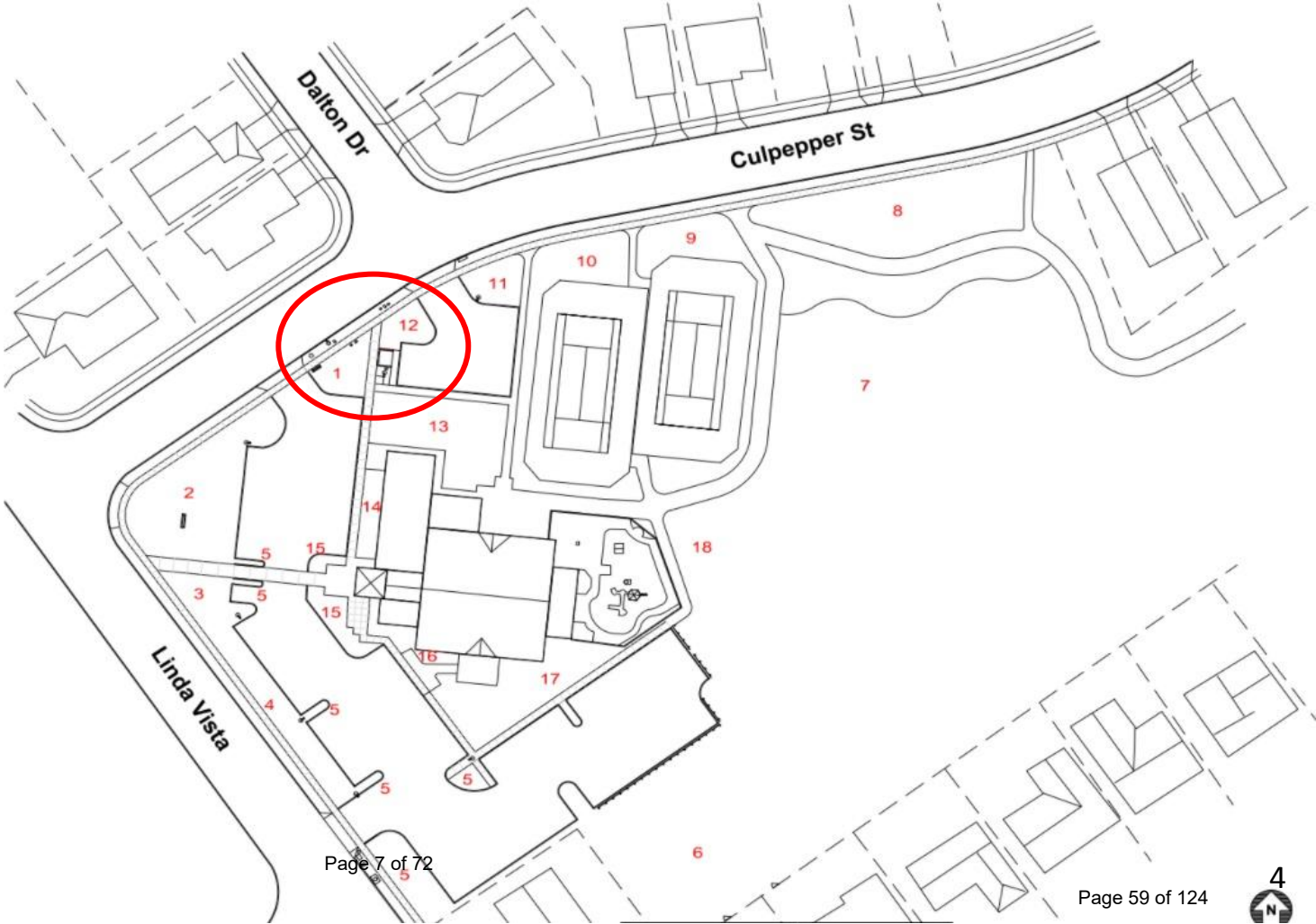
-#12 contains a med. sized tree (to remain) & wood chip mulch.

-irrigation?

-Closest hose bib?



**BEFORE** Sept 2019-view from Culpepper #1 above & #12 at left





# #2 PLANTING AREA

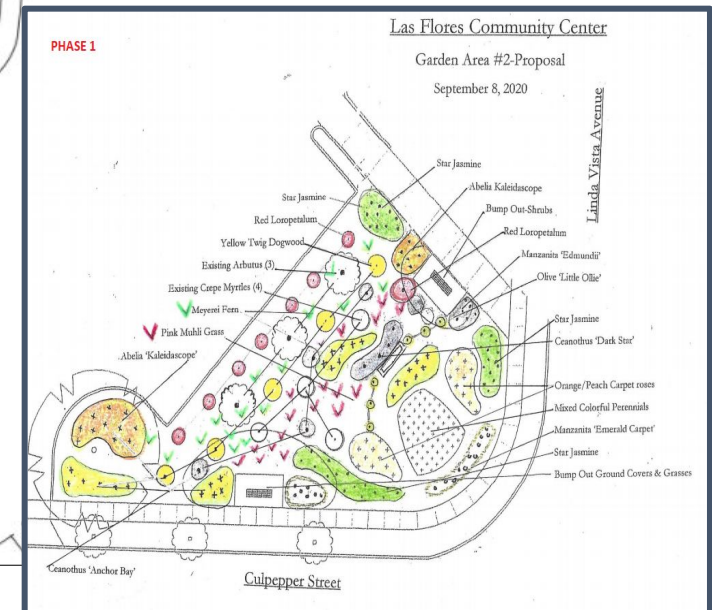
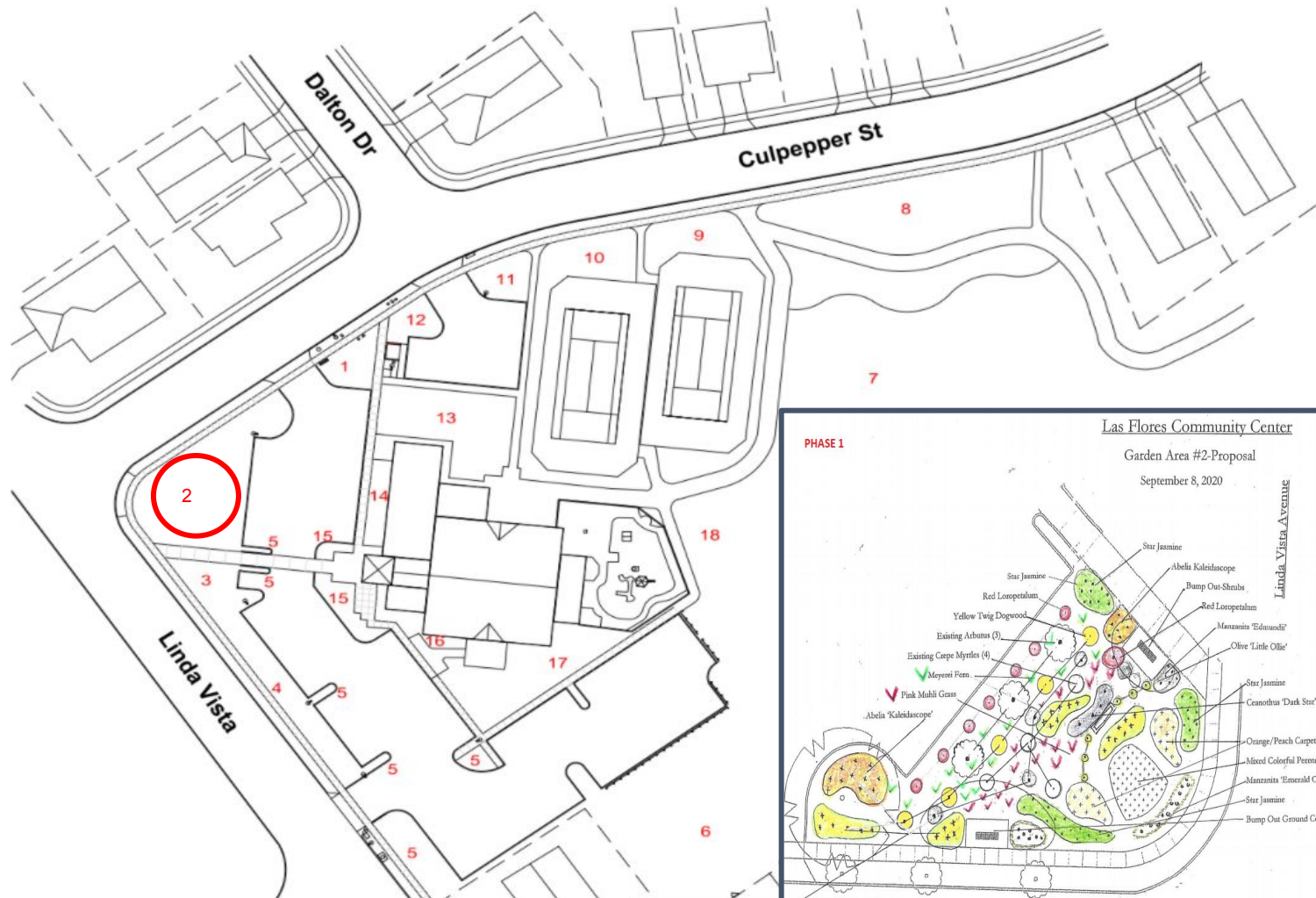
**WATER-WISE  
LOW  
MAINTENANCE  
COLOR ALL YEAR**

- Size in feet  
3,100 sq ft
- faces West at corner of Culpepper St. & Linda Vista Ave.
- Shade from existing trees in AM; afternoon full sun
- Currently contains a Raywood Ash tree that will remain w/ various other trees & foliage debris to be removed
- Complex sign to remain
- Bench to be removed
- irrigation?
- Closest hose bib?

Area  
(phase) #1  
Installed  
2020-21 with the  
City of Napa &  
MGs working  
together



**BEFORE- Nov 2019**  
-left-view from Linda Vista;  
right-view from entrance walkway looking north with main parking lot to the left.





# #3 PLANTING AREA

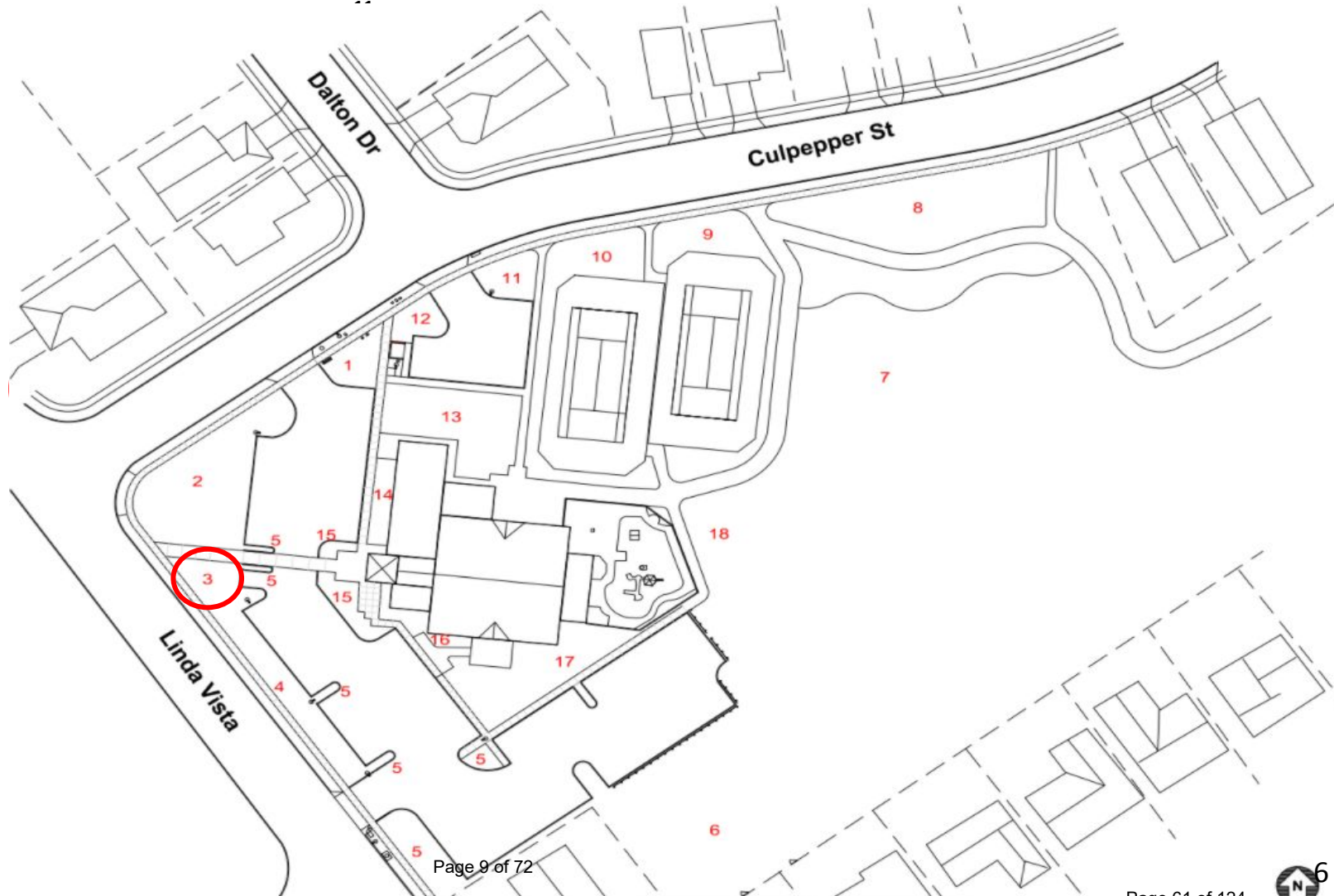
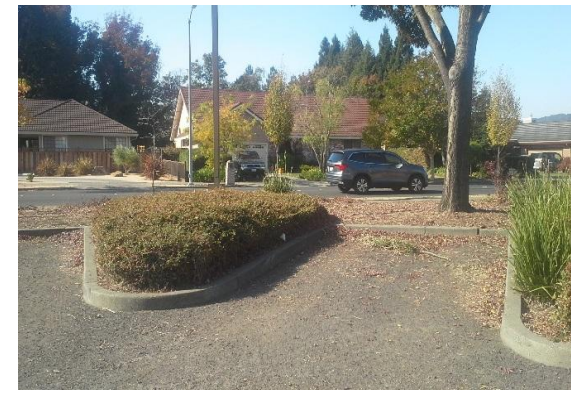
## NATIVE PLANTS

- Size in feet:  
39x42x10x42
- faces Linda Vista; just south of corner of Culpepper & Linda Vista.
- Bordered by street/sidewalk on the west and by main facility walkway on the north; parking lot on a portion of the south edge + 'bump out' area in main parking lot.
- Contains a large Raywood Ash and gets shade in AM w/full sun in PM.
- Contains various broken & dead foliage to be removed. 'Bump out' area has shrubs to be removed.
- Irrigation?
- Nearest hose bib?

Area  
(phase) #2



BEFORE- Nov 2019  
-left-view from Linda Vista; right-view looking west from in front of bldg. in main parking lot. Note 'bump out' area on left to be included.



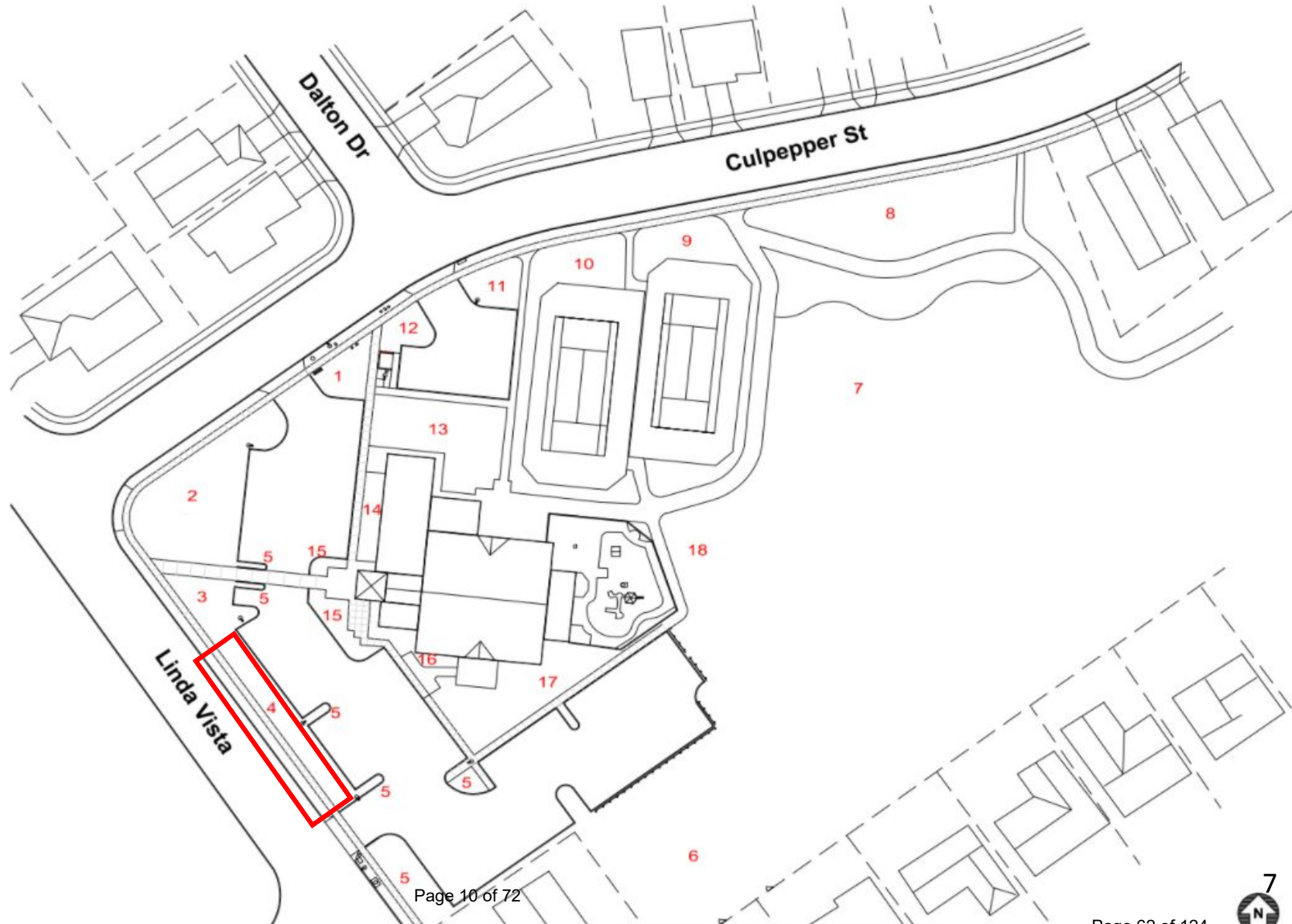
# #4 PLANTING AREA

## Area (phase) #2

### POLLINATOR GARDEN

- Size in feet:  
117x15=1755 sq ft
- Runs along Linda Vista from entrance to main parking lot north to planting area #3
- Long, thin area bordered by street/sidewalk on the southwest and the parking lot on the northeast.
- Full sun
- Contains several Small trees and many dead shrubs to be removed.
- Irrigation?
- Nearest hose bib?

**BEFORE**-Nov 2019-as seen from south Linda Vista sidewalk at entrance to main parking



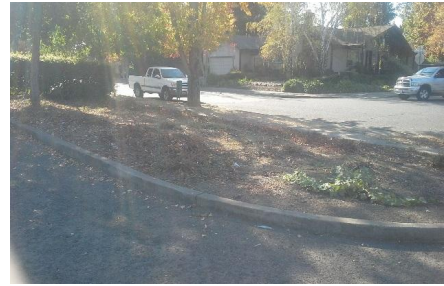


# #5 PLANTING AREAS

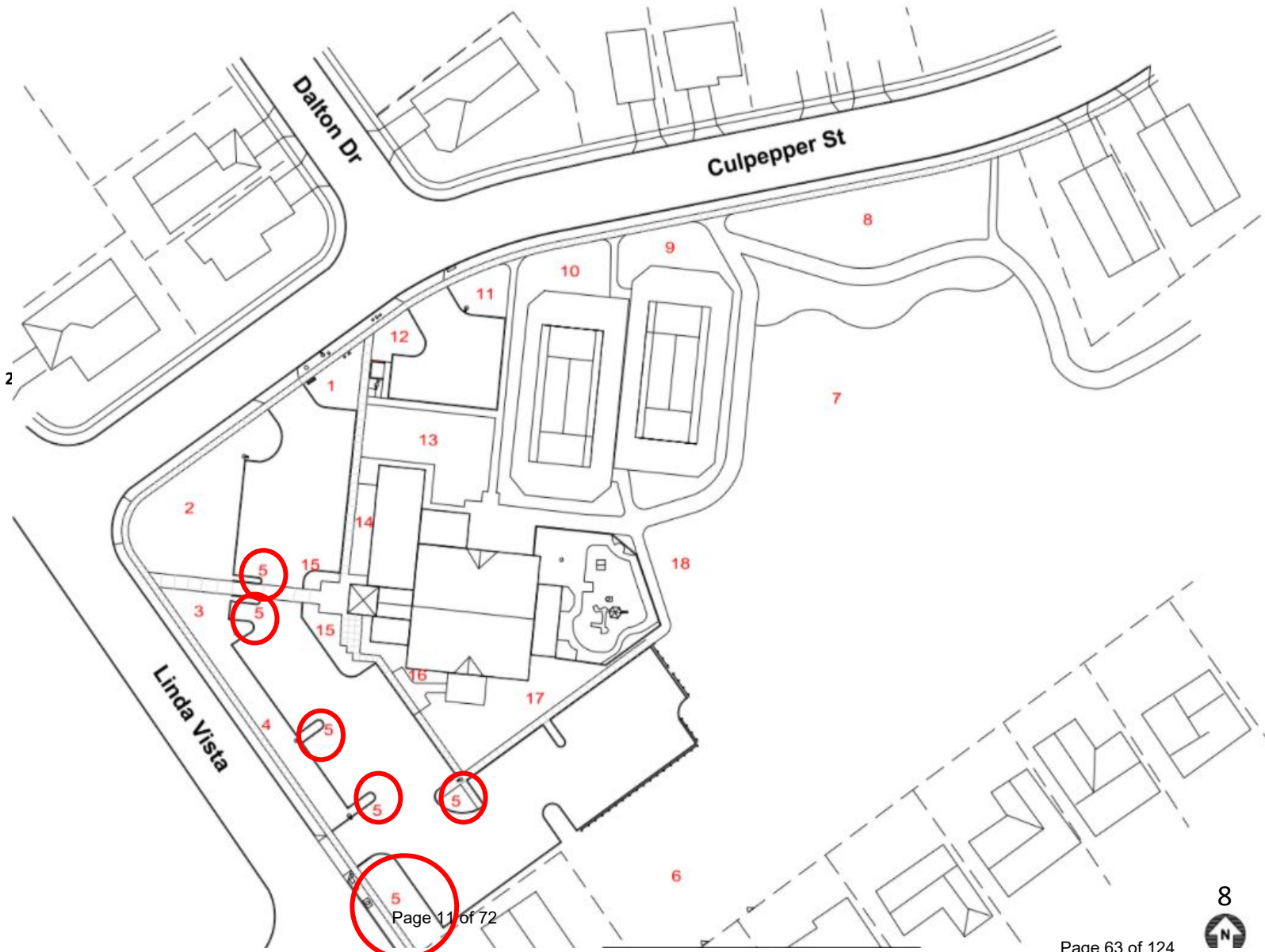
## DRY GARDEN & SUCCULENTS

Area (phase)  
#2

- Size in feet:
- Main area:  
58.5' x 21' = 1228.5 sq. ft  
as well as misc.
- unmeasured 'bump out' areas in main parking lot.
- Main area fronts on Linda Vista just south of entrance into main parking area. East side bordered by east main parking lot.
- Contains a large tree that will remain & multiple dead shrubs that will be removed.
- AM shade & PM sun that varies w/the seasons.
- 'Bump out' areas have tree stumps and dead shrubs + some large plantings that will be removed.
- full sun for the most part
- Irrigation in all areas?
- Nearest hose bib?



BEFORE-Nov 2019-Left-Main planting area as viewed from main parking lot looking SW; Right-an example of one of the 'bump out' areas in main parking lot looking west from main parking lot.



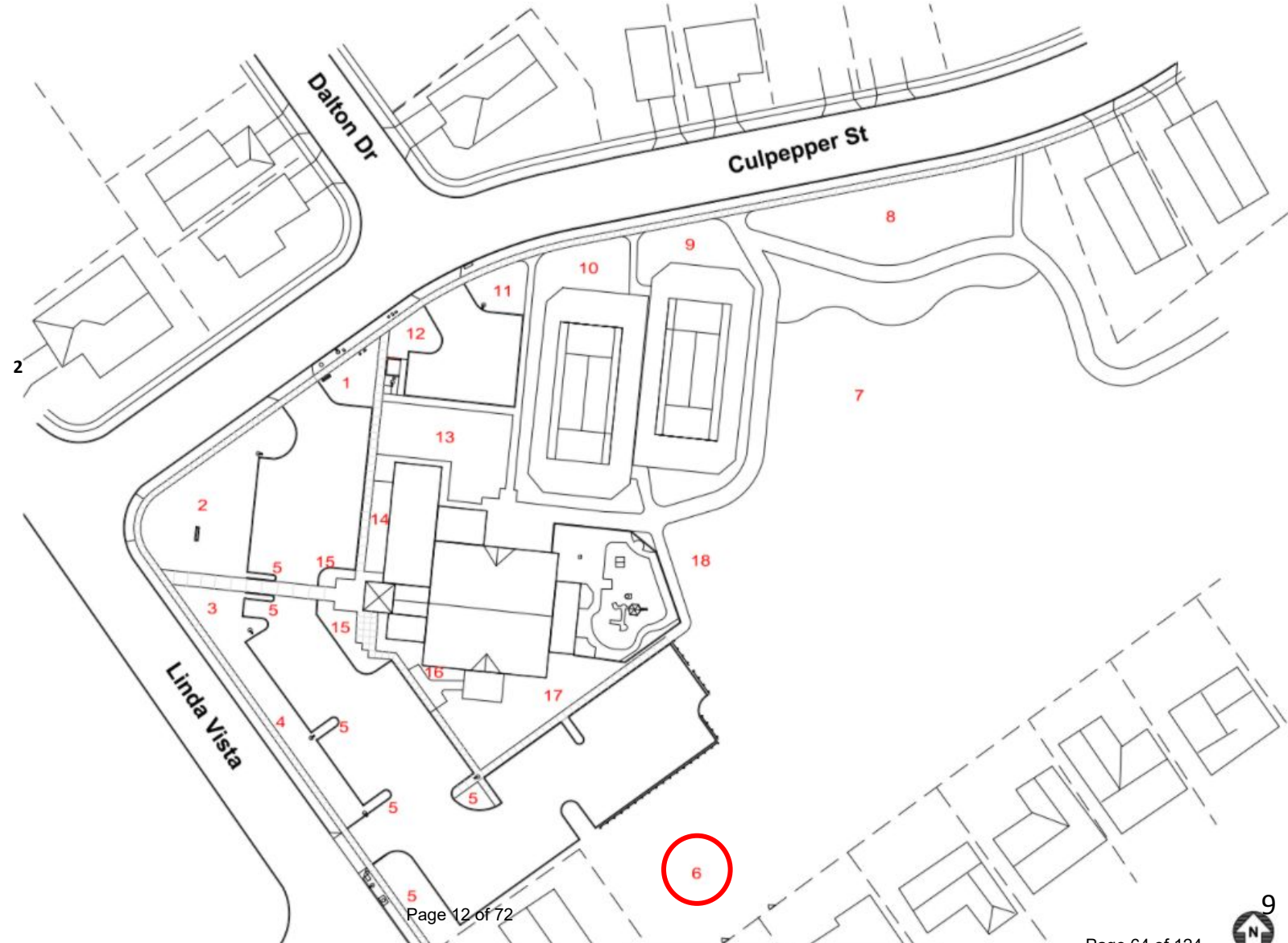
# #6 PLANTING AREA

**WELLNESS GARDEN=**  
**ZEN GARDEN,**  
**SENSORY GARDEN,**  
**PEACE CIRCLE &**  
**MEDITATION**  
**LABYRINTH**

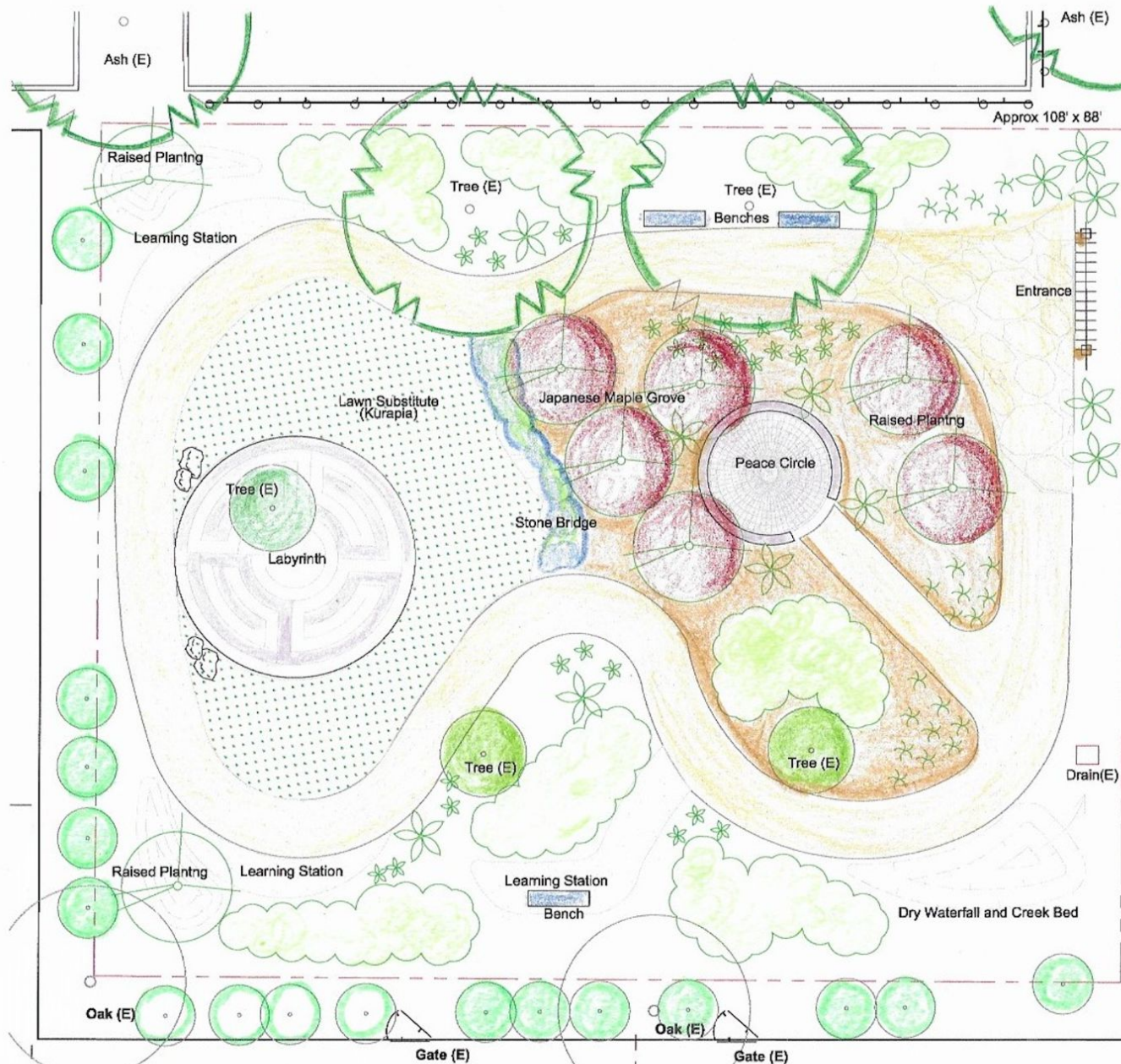
- Size in feet:  
106'x88'=9,328 sq ft
- At south end of property
- Bordered on north by south parking lot + three shade trees to remain; open on east side; west & south ends bordered by a fence
- Gently slopes to a drain on the eastern border
- Four Hornbeam trees within to remain
- Sun/shade radio depends on shade of all trees
- Irrigation?
- Closest hose bib?

Area  
(phase) #3

**BEFORE:** Sept 2019-as viewed from south parking lot.







### Zen garden and Sensory Garden

location TBD

Zen Garden=Intended to stimulate meditation, these beautiful gardens strip nature to its bare essentials and primarily use sand and rocks to bring out the meaning of life.

Sensory Garden= To engage and stimulate all 5 senses

### Waterfall & dry creek bed

Large boulders to simulate actual waterfall with elevation range akin to existing conditions. Site to continue to flow to existing drain.

### Entrance

12' to 16' inviting entrance.

Flagstones set in decomposed granite with an arched arbor

### Pathways

1 path narrows to 6' wide enough for ADA access. DG is low cost and makes a pleasant sound of 'mindful walking'

### Learning Stations

Widened areas off main path with backless two person benches. Each station to focus on a theme or educational point: sensory (smell, touch or sound)

### Labyrinth

25' diameter with rhythmic pattern for mindful exercises. Surface to be smooth. Materials TBD. Possibly Donor Bricks. Natural boulders mark entrance.

### Peace Circle

15' wide seating area circled with Donor Bricks in a pattern. Low brick wall using Donor Bricks to serve as seating. Compass in center.

### Stone Bridge

Flagstone path divides lawn alternative area from Japanese Maple grove & provides a shortcut to main path.



**Master Gardeners  
Napa County**

**Las Flores  
Learning Garden**



0 5 10 20  
Scale: 1"=5'-0"

**Phase 3  
Planting Area #6**

**WELLNESS  
GARDEN**



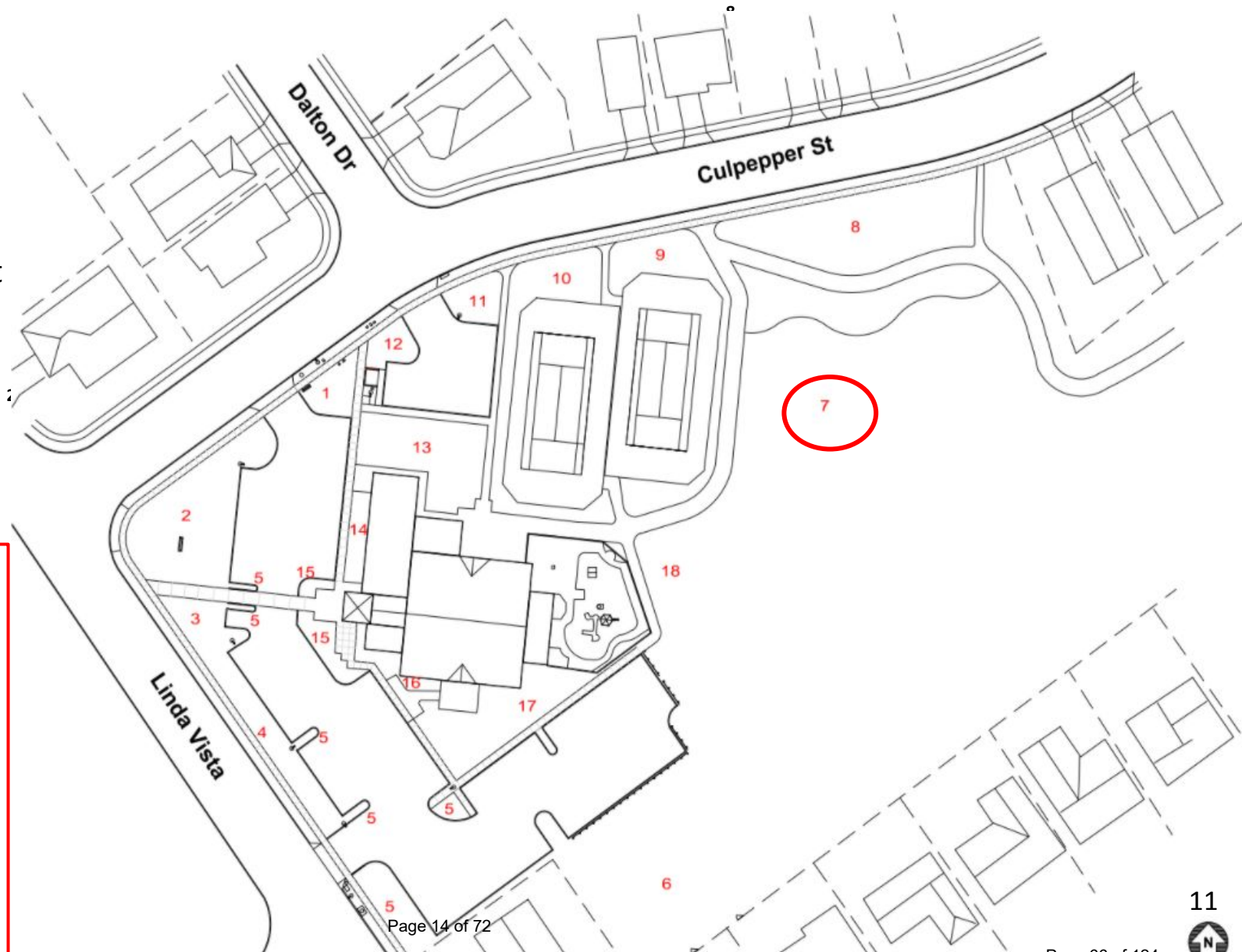
# #7 PLANTING AREA

**EDUCATION CENTER=**  
**GREENHOUSE, VEG**  
**TRIALS, ADA + RAISED**  
**BEDS, STORAGE SHED,**  
**EDUCATION PAVILION &**  
**COMPOST AREA**

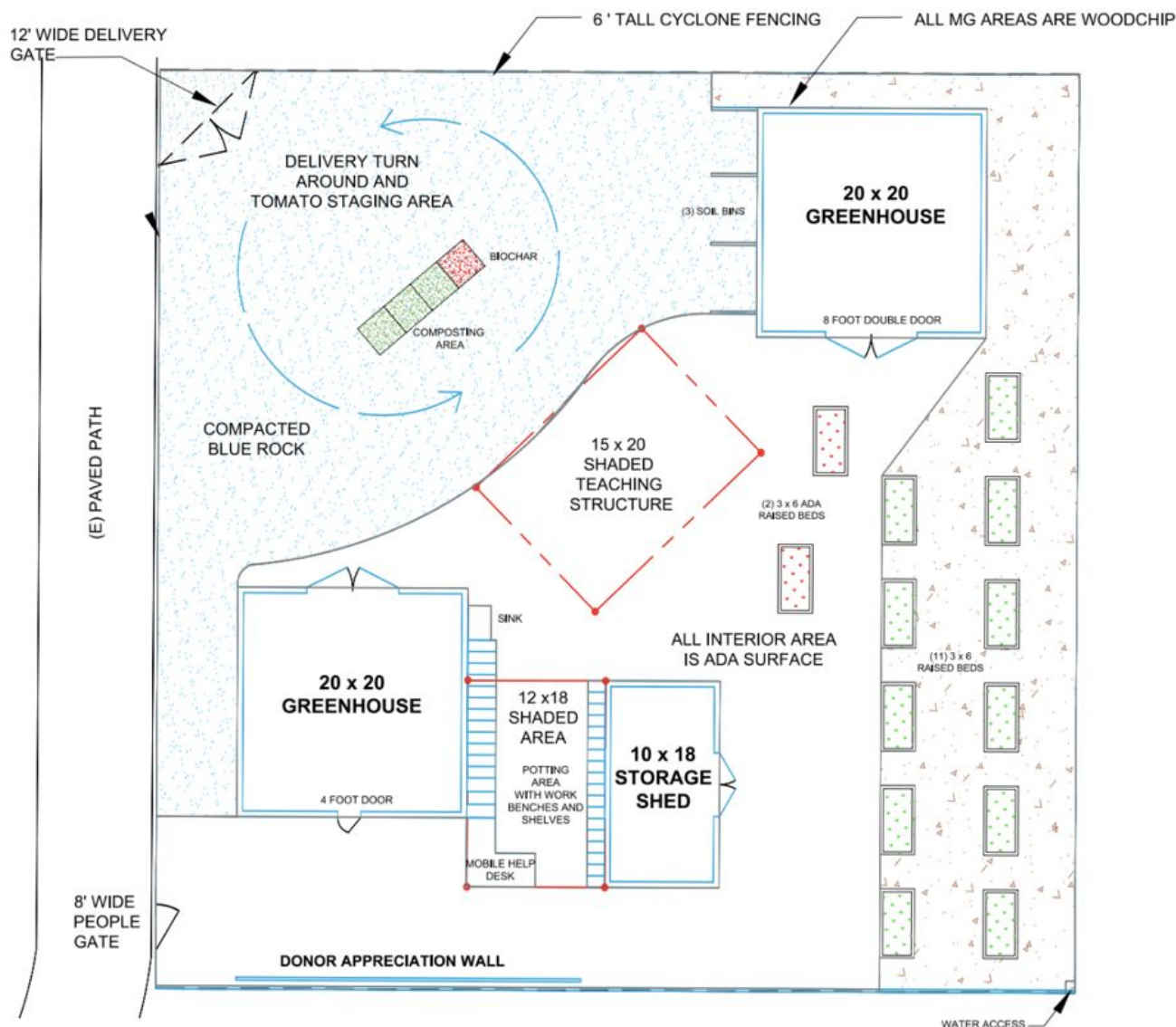
- Size in feet: 80'x80'
- Bordered by sidewalk/tennis court on west; picnic area & Culpepper on north; east & south open.
- Grass only no other foliage/trees
- Full sun
- Irrigation?
- Closest hose bib?

Area  
(phase) #3

**BEFORE:** Sept  
2019-looking  
north from  
sidewalk by  
tennis courts



Note: The gates are to remain locked due to large amounts of valuable items in this area. Gates will be open for public access when UCMGs are on the property, during educational events, scheduled UCMG work days and by special request.



### Perimeter:

80x80 feet perimeter  
6 foot tall cyclone fencing  
One 8 foot people gate  
One 12 foot entry gate and circle drive

### Features:

Two 20x20 foot greenhouses with doors opening into public areas  
15x20 foot shaded education structure for teaching with ability to expand as needed  
10x18 foot storage shed with double doors  
12x18 foot shaded area adjacent to shed, complete with potting area, work benches, shelves, sink and permanent mobile help desk  
11 (3x6 foot) raised beds for vegetable trials and education use  
2 (3x6 foot) ADA raised beds  
3 different types of composting stations  
A biochar station  
3 open soil storage bins  
Donor appreciation wall on south fence at public entrance gate

### Surfaces

All public areas to be ADA grade decomposed granite surface  
Delivery area is compacted blue rock  
All UCMG only areas to be wood chips surface including outdoor storage and access areas



**Master Gardeners  
Napa County  
Las Flores  
Learning Garden**



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Scale: 1"=5'-0"

**Phase 3  
Area #7**

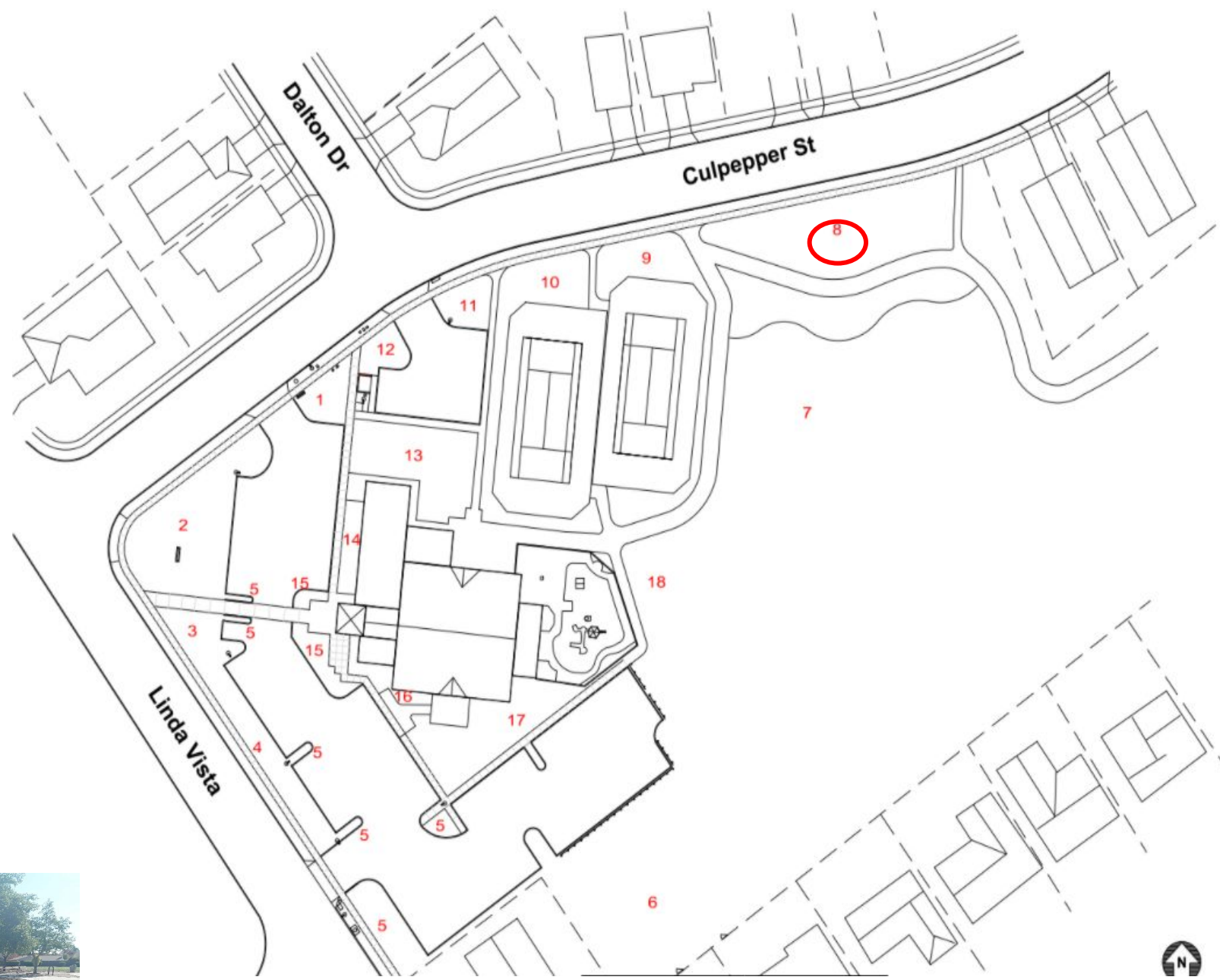
**EDUCATION  
COMPLEX**



# #8 PLANTING AREA

## FIREWISE GARDEN

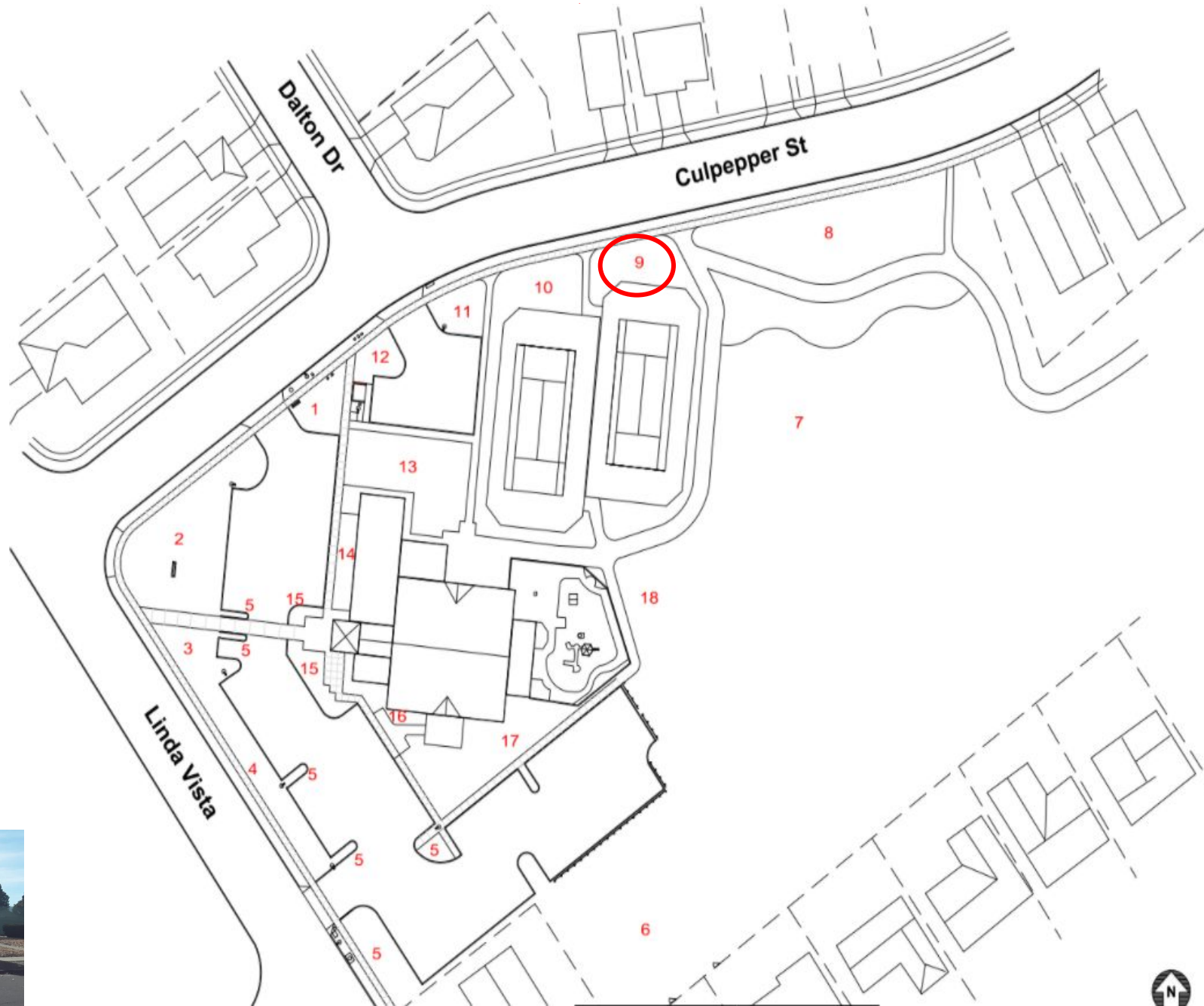
- Size in feet:  
197'x56'x97'
- Fronts on Culpepper facing north.
- Contains three trees that will remain & lawn.
- Bordered by Culpepper on north, sidewalk on west & east and DG picnic area w/trees on south
- Gently slopes to sidewalk
- Full sun w/exception of tree shadows
- Irrigation?
- Closest hose bib?



# #9 PLANTING AREA

TBD

- Size in feet:  
28'x46'x28'x38'
- Fronts on Culpepper to the north
- Bordered by side walk on the east; walk to tennis courts on west & tennis court on the south.
- Gently slopes to sidewalk
- Contains hedge along south side & two Camphor Trees to remain; wood chips
- Irrigation?
- Nearest hose bib?



**BEFORE:** Oct 2019-from Culpepper looking south

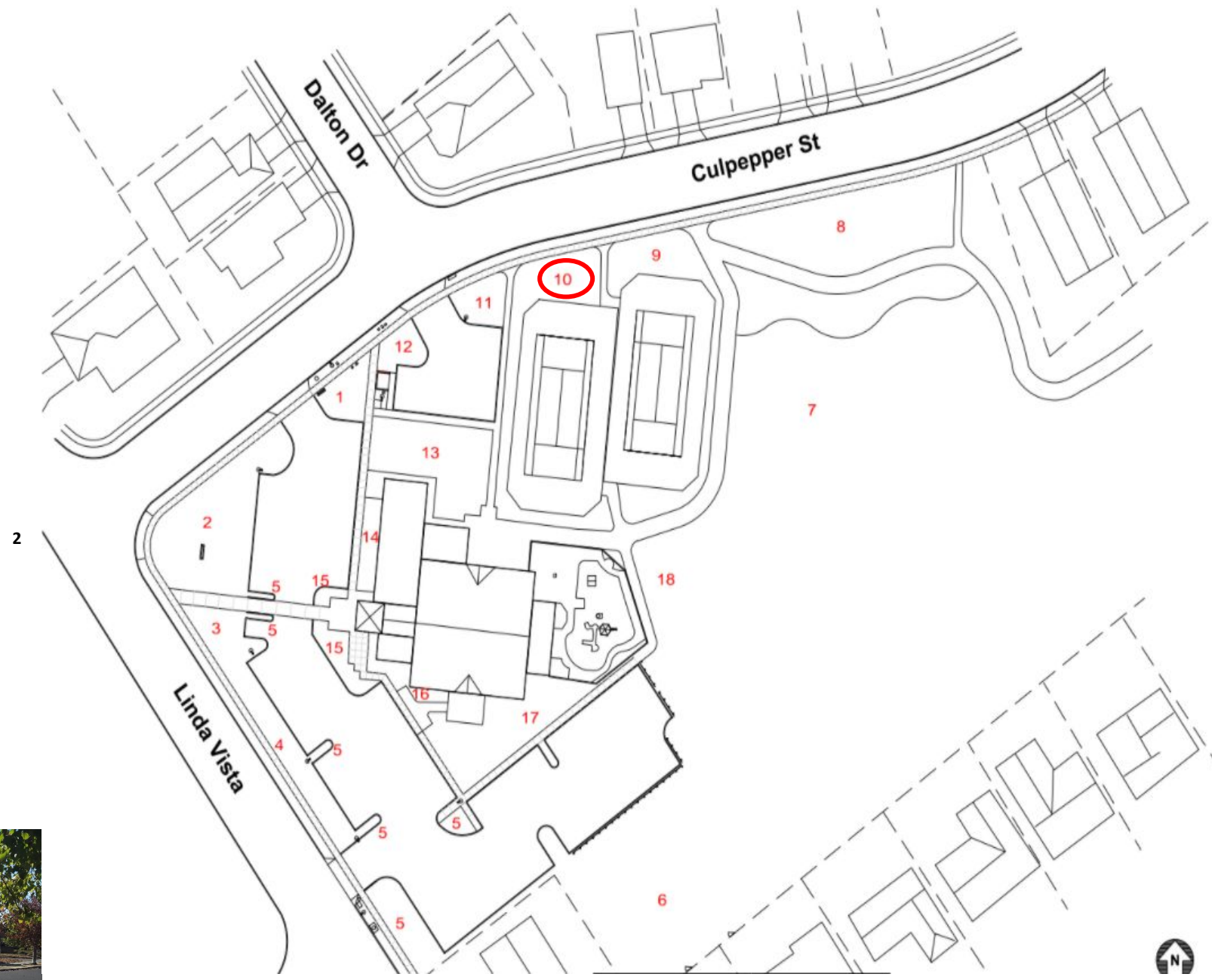




# #10 PLANTING AREA

## TBD

- Size in feet:  
23'x51'x28'x51'
- Fronts on Culpepper to the north
- Bordered by side walk on the west; walk to tennis courts on east & tennis court on the south.
- Gently slopes to sidewalk
- Contains hedge along south side & one Camphor Tree to remain; wood chips
- Irrigation?
- Nearest hose bib?

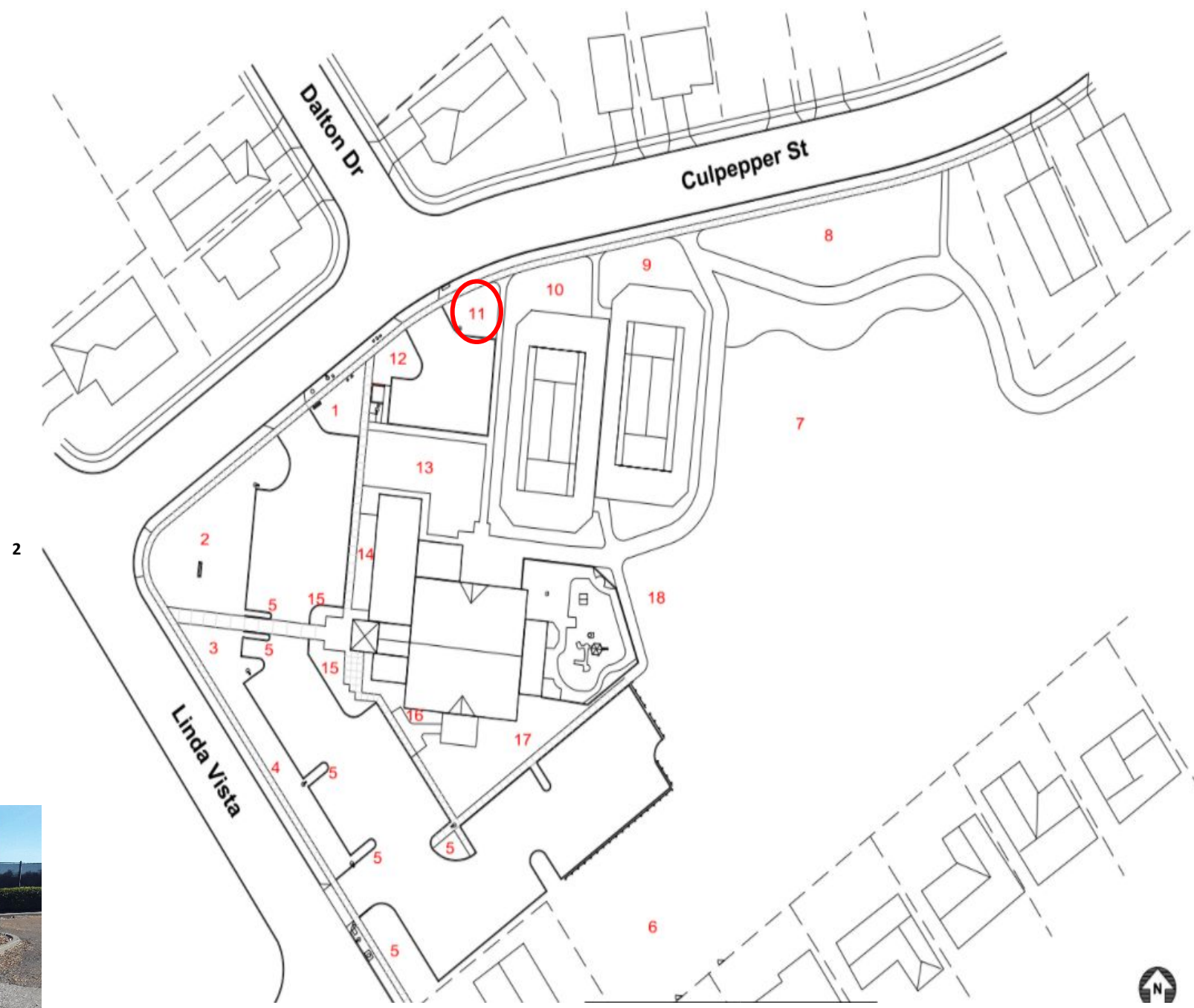


**BEFORE:** Oct 2019-from Culpepper looking south  
Page 18 of 72

# #11 PLANTING AREA

TBD

- Size in feet:  
6'x40'x32'x38'
- Fronts on Culpepper to the north
- Bordered by side walk on the east; sidewalk & Culpepper parking lot on west & south.
- Gently slopes to sidewalk
- Contains one light pole & one Camphor Tree to remain; wood chips
- Irrigation?
- Nearest hose bib?



**BEFORE:** Oct 2019-from Culpepper  
looking east  
Page 19 of 72



# #13 PLANTING AREA

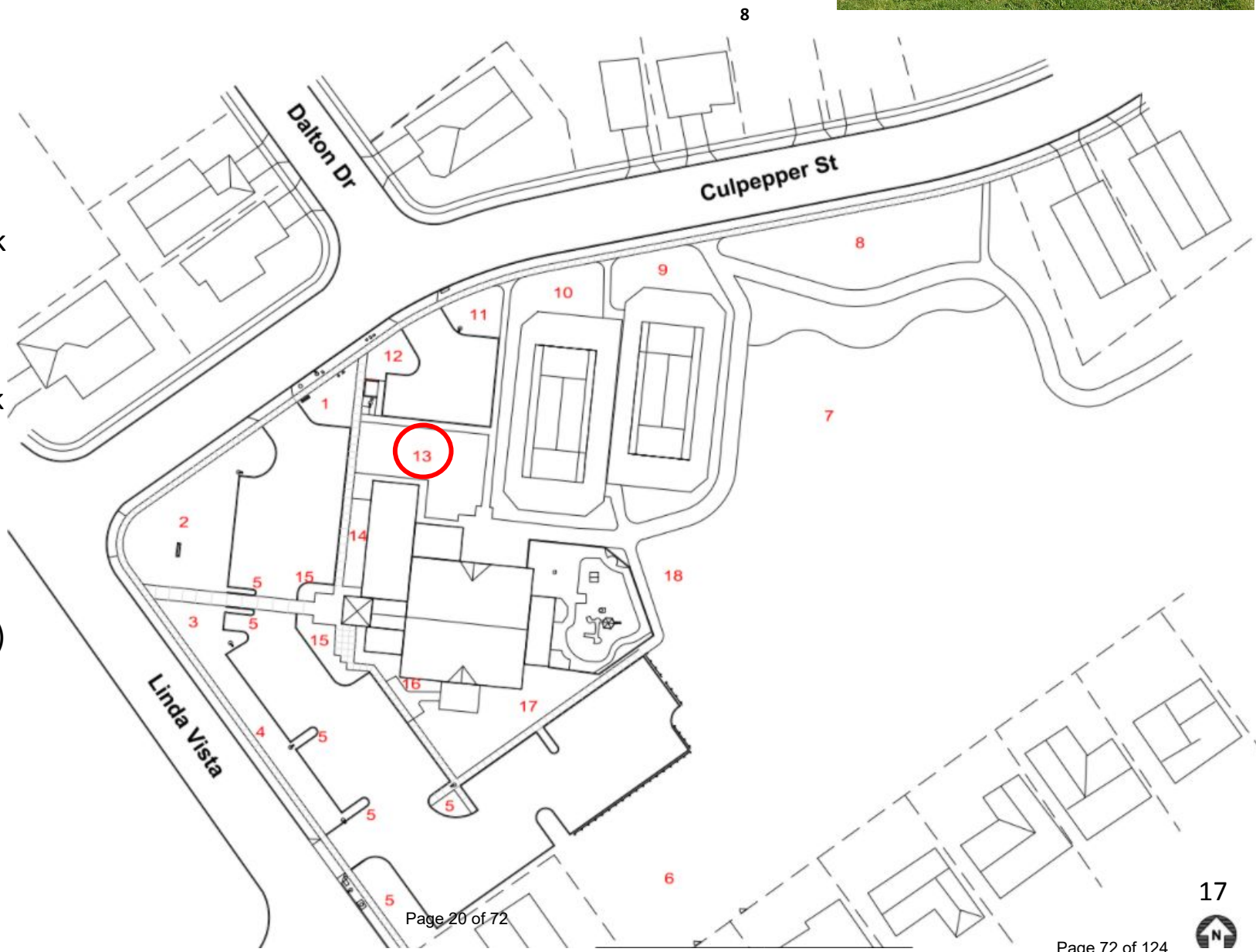
## Area (phase) #3

BEFORE: Sept 2019-looking north to Culpepper parking lot from Las Flores bldg.



### CHILDREN'S GARDEN

- Size in feet:  
2,400 sq ft
- Bordered by  
Culpepper parking lot  
on the north, Las  
Flores bldg & sidewalk  
on the south, tennis  
court & sidewalk on  
the east and the main  
parking lot & sidewalk  
on the west.
- Full sun in summer  
but bldg. shades large  
portions during the  
winter months.
- lawn (to be removed)
- irrigation?
- Nearest hose bib?





## Master Gardeners Napa County Las Flores Learning Garden

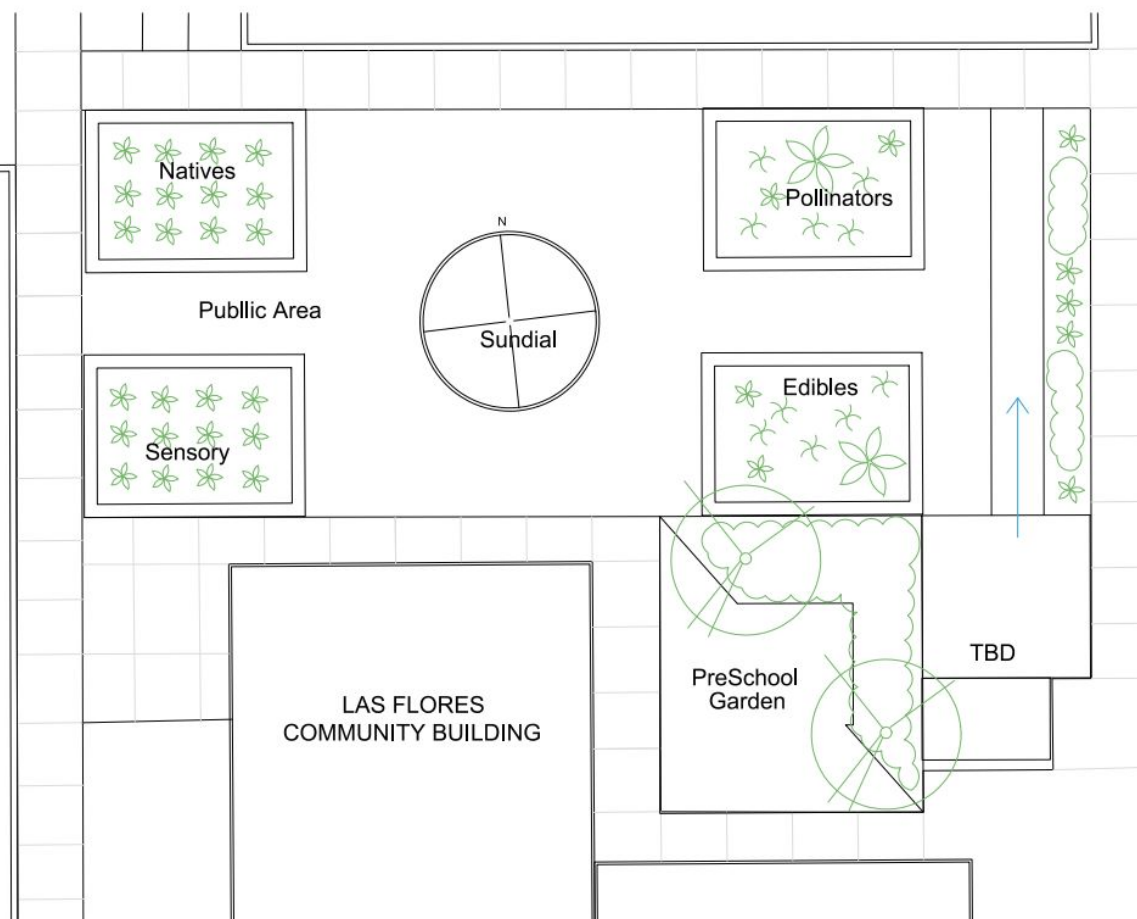


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## Phase 3 Planting Area #13

## CHILDREN'S GARDEN

CULPEPPER PARKING LOT



### Preschool Area

To be located closest to the bldg for protection. Low hedge to define area. Additional features may include areas for chalk drawing and movement posts

### Public Areas

To be located within the raised bed garden area. With a large moving sundial placed in the center

### UC Master Gardener Education Area

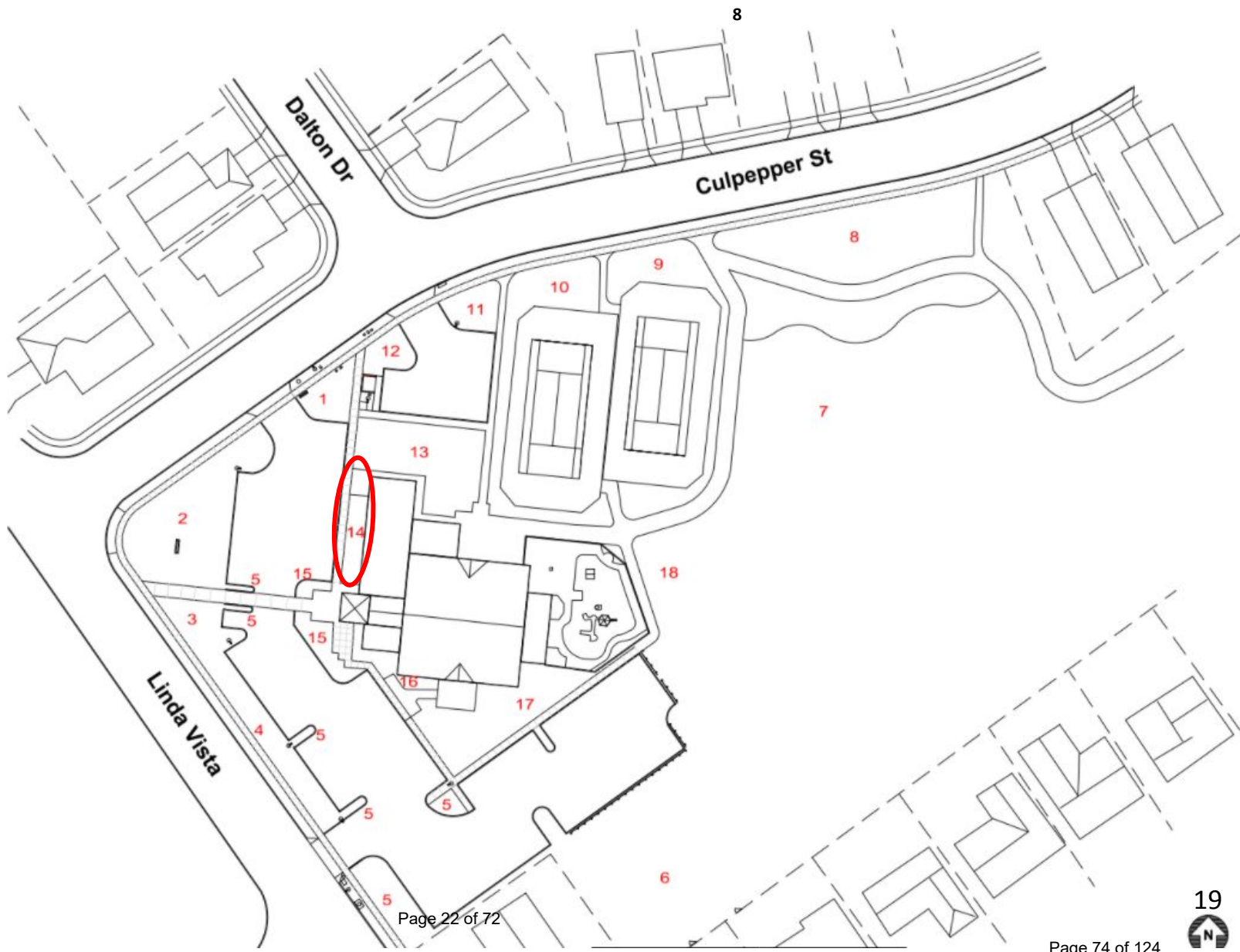
Four raised garden beds to display native habitat, pollinators, edibles and sensory plants. Taking into consideration both adult and child preferences: one side of the garden beds will be neatly planted while the other side will be allowed to run wild.

# #14 PLANTING AREAS

## CITRUS

- Two areas with the southern area the smaller of the two
- Approx. size in feet:35'x 8'
- Area next to Las Flores bldg. facing west.
- Bordered by bldg. on east, sidewalks & rail fence on south & north and sidewalk & main parking lot on the west.
- full sun when sun comes over the bldg.
- Contains multiple rose bushes to be removed and wood chips
- Irrigation?
- Nearest hose bib?

BEFORE: Oct 2019- looking north from sidewalk to front entrance of bldg





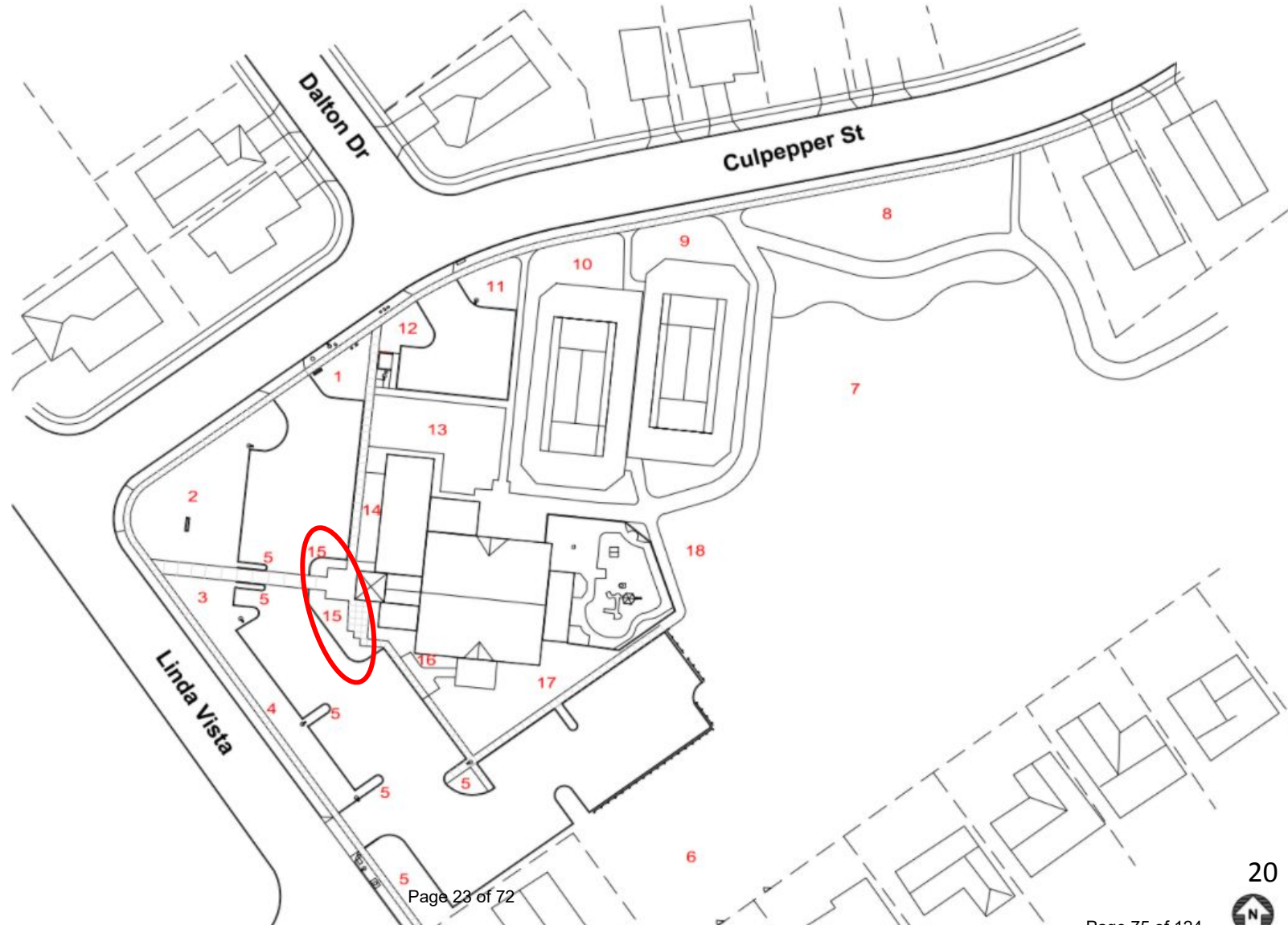
# #15 PLANTING AREAS

**BEFORE: Sept 2019**-looking east from the main parking lot entrance sidewalk



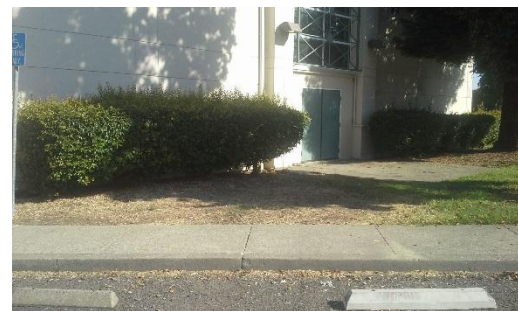
## TUBERS, BULBS, CORMS-color all year garden

- Two areas
- Size in feet:38'x6'x25'
- Both on west side of bldg. at entrance. One on north side of main entrance and one on south side of main entrance.
- Both bordered by sidewalks, bldg. and main parking lot
- Contains fire hydrant & multiple plants and shrubs to be removed.
- Sun/shade ratio depends on shade from bldg. & trees in parking area
- Irrigation?
- Nearest hose bib?

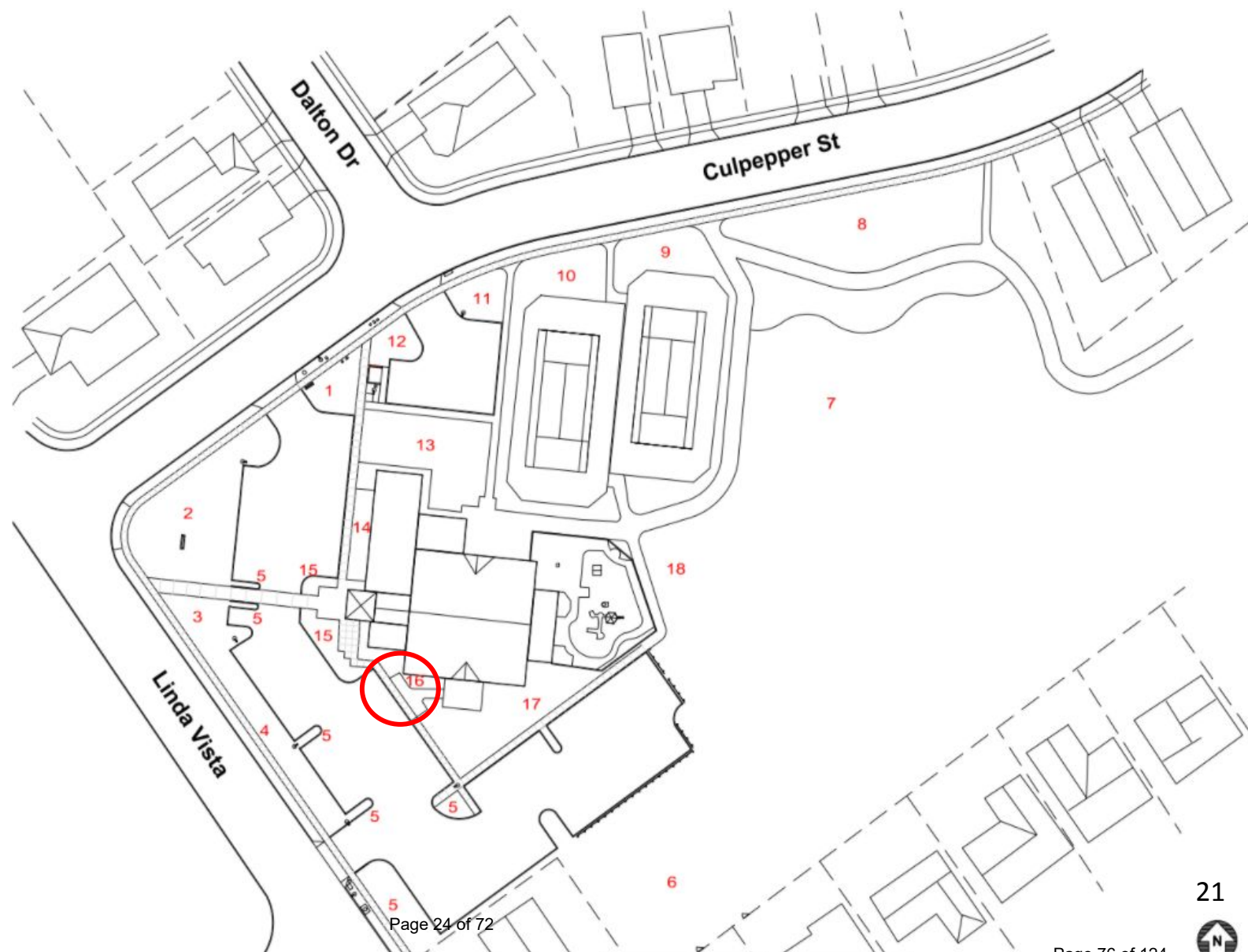


# #16 PLANTING AREA

**BEFORE:** Oct 2019-looking east from main parking lot



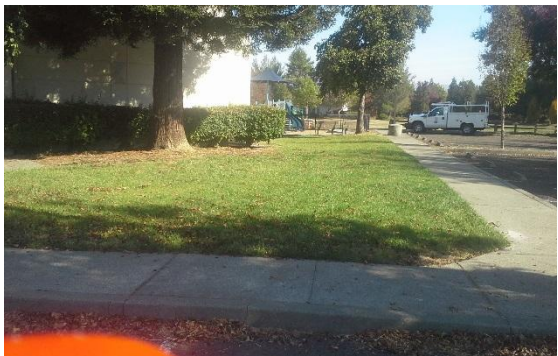
- TBD**
- Size in feet:  
10'x20'x5'x16'
  - Bordered by bldg. on north, sidewalk parking on SW & planting area #17 on SE.
  - Bare soil with hedges along bldg.
  - shade from large trees varies depending on season.
  - irrigation?
  - nearest hose bib?





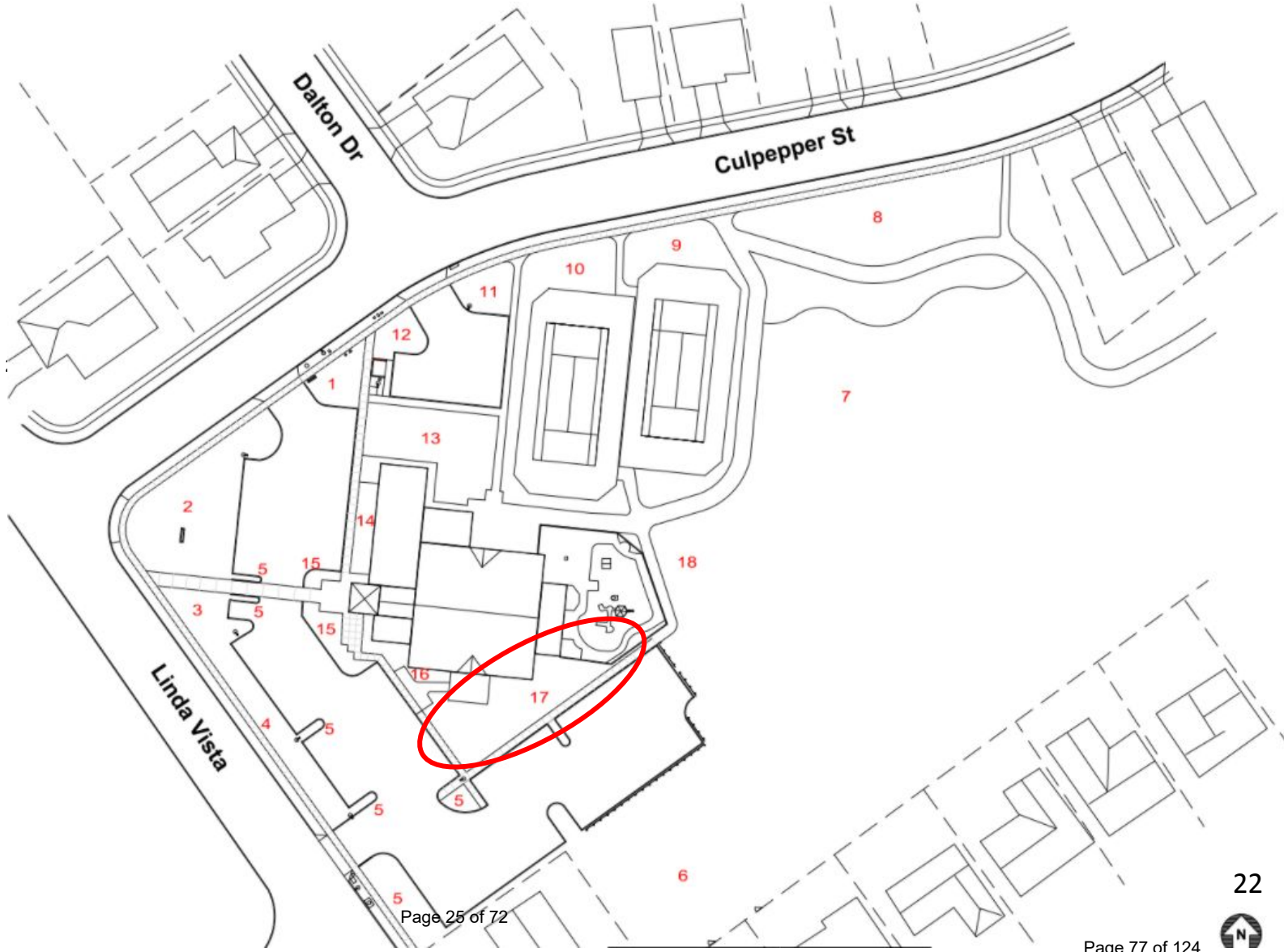
# #17 PLANTING AREA

BEFORE: Oct 2019-looking east from the main parking lot



## LAWN ALTERNATIVES

- Size in feet:  
42'x100'x4'x65'
- Bordered by bldg. & planting area #16 on north, sidewalk parking on south & west
- Lawn (to be removed) with large redwood in center against bldg. with two trees situated one each at east & west border. Hedges on north edge along bldg.
- sun/shade varies depending on season due to large trees in area.
- irrigation?
- nearest hose bib?



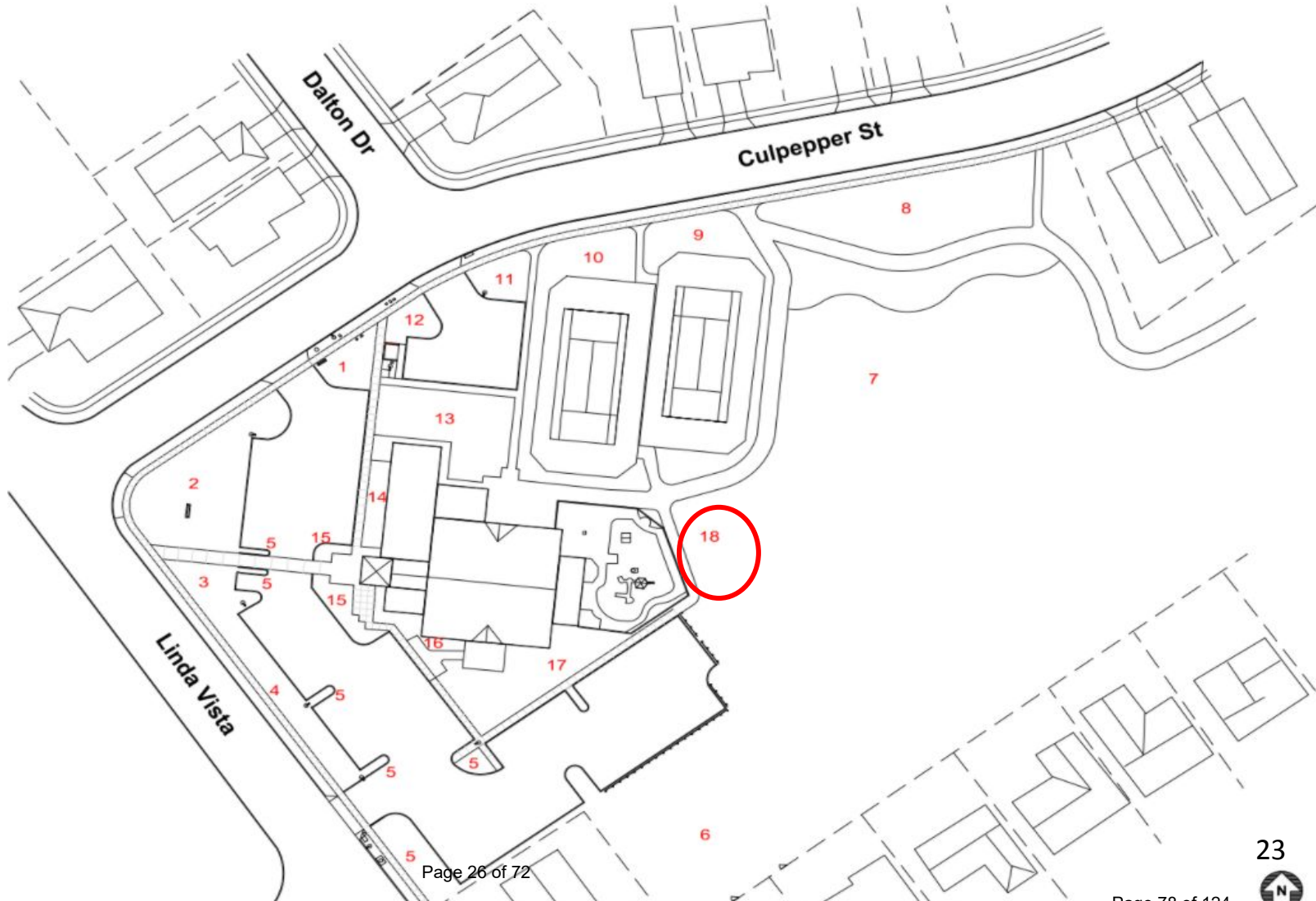
# #18 PLANTING AREA

**BEFORE:** Nov 2019-looking SE from tennis children's play yard.



## RAIN GARDEN/SWALE

- Size in feet:  
60'x89'x51'
- Area faces SE & is open to large lawn area
- Bordered by sidewalk on north and west
- Contains a Camphor tree & a bench + a slope to a drain.
- Irrigation?
- Nearest hose bib?





**Las Flores Learning Garden**  
**UC Master Gardeners/City of Napa Project Partnership**  
**Areas 2, 3, 4 & 5 Installation,**  
**Materials, Upkeep & Ongoing Education**

**Labor & Funding Estimates FY 2021-2022 (July 1, 2021- June 20, 2022)**

	Est Labor Hours	Est Cost of Materials		Est CON Labor Hours	Est CON Funding		Est UCMG Vol Labor Hours	Est UCMG Funding
Site Prep	4	TBD		TBD	TBD		4	\$0
Sheet Mulching #5	45	0		0	0		45	\$0
Irrigation	TBD	TBD		TBD	TBD		0	\$0
Compost	TBD	TBD		TBD	TBD		0	\$0
Top Soil	TBD	TBD		TBD	TBD		0	\$0
ADA Concrete Pads (2)	TBD	\$10,000		TBD	\$10,000		0	\$0
Plants	30	\$6,600		0	\$0		30	\$6,600
Design Items & Specialty Soil Amendments # 5	10	\$1,000		0	\$0		10	\$1,000
Benches (2)	TBD	\$3,600		TBD	\$0		0	\$3,600
Signage (3)	TBD	\$2,100		TBD	TBD		0	\$2,100
Ongoing Upkeep & Plant Replacements	200	\$200		0	\$0		200	\$200
Education Workshop Events	120	\$200		0	\$0		120	\$200
TOTAL Labor & Materials Areas 3,4,& 5	409	\$23,700		0	TBD		409	\$13,700



## 2022 Calendar of UCMG LFLG outdoor on-site public education workshop events

**Jan 29** Fall//winter Pruning and Plant ID & care

**Feb 26** Weeds-ID and mgmt.

- Frost protection

- Drip Irrigation planning

**Mar 26** Spring garden Planning

- Pruning & soil prep

- Seed starting and seedling mgmt.

- new plants install & mgmt.

**April 30** Garden pests, mgmt. and pesticide info + refresher on weeds

**May 28** Fire wise gardening

- Greywater, water mgmt.

- irrigation recap

**June 26** **Grand opening of UCMG Las Flores Learning Garden**

**July 30** Soil mgmt. and health how-to's

**Aug 27** Hot weather plant care

- Water conservation

**Sept 24** Garden design

- Right plant right place

**Oct 29** Fall garden cleanup

- Pruning & planning for the winter

- Leave the leaves or not

Each session will include **Climate Change mitigation** and **soil health** information designed for use by the home gardener.

## June 26 Grand opening of UCMG Las Flores Learning Garden Learning Stations to be on site:

### UCMG staffed:

- Education Center area
  - Pest mgmt. and pesticide info display
  - Good bug/bad bug
- Veggies info table
- Record keeping examples
- Mobile Help Desk
- Farmers Mkt team
- Wellness Garden area
  - Meditation labyrinth painted on grass
  - Sensory garden plants displayed (either cuttings or plants)
  - Zen garden example pics displayed
- Children's Garden area
  - Dried flower bookmarks construction
  - Pot decorating
  - Drawings of plants in garden for coloring
- Soil Team Booth
- Seed sprouting; microgreens
- Area #5 Dry Garden Succulent team
  - Succulent Exchange
- Area #2 Low-water, low-maintenance team
  - Area #3 Native Calif Team
  - Area #4 Pollinator team
  - Seed exchange
  - Compost Team
- Spanish Outreach team
- Drip irrigation team
- Garden book exchange

### Community partners staffing Learning Stations:

- Native Plant Society
- Audubon Society
- 'Dirt Girls'
- RCD
  - CON Water Dist.
- Napa Climate Now

### OPENING CEREMONIES

'VINE' OR RIBBON CUTTING  
BLESSING OF THE GARDEN BY THE  
SUSCOL INTERTRIBAL COUNCIL  
DEDICATION OF THE MEMORIAL  
BENCHES



# **City of Napa American Rescue Plan Act – Coronavirus State and Local Fiscal Recovery Funds**

# American Rescue Plan Act Background

American Rescue Plan Act (ARPA) is a \$1.9 trillion bill that was signed by President Biden on March 11, 2021 (P.L. 117-2)

It contains over 200 provisions intended to provide coronavirus relief and recovery funding to support individuals and households, state and local governments, small businesses, impacted industries, and more

Section 9901 establishes the Coronavirus State & Local Fiscal Recovery funds and provides \$350 billion in direct allocations to states, counties, cities, towns, and villages based on a formula

# ARPA Funding Objectives & Timing

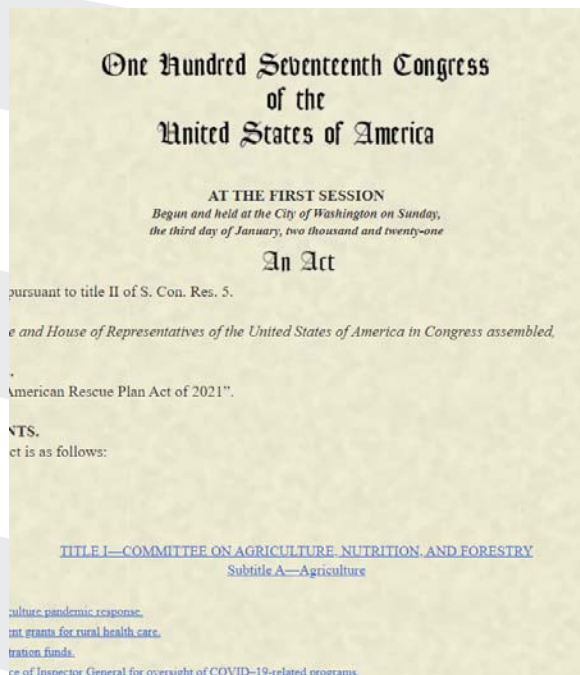


- Support urgent COVID-19 response efforts to continue to decrease spread of the virus and bring the pandemic under control
- Replace lost public sector revenue to strengthen support for vital public services and help retain jobs
- Support immediate economic stabilization for households and businesses
- Address systemic public health and economic challenges that have contributed to the inequal impact of the pandemic

City of Napa is receiving \$15.12 million in ARPA funds and funds must be obligated by 12/2024 and expended by 12/2026



# Research Process



ARPA Legislation

*This document has been submitted to the Office of the Federal Register (OFR) for publication and is currently pending placement on public display at the OFR and publication in the Federal Register. The document may vary slightly from the published document if minor editorial changes have been made during the OFR review process. Upon publication in the Federal Register, the regulation can be found at [www.federalregister.gov](http://www.federalregister.gov), [www.regulations.gov](http://www.regulations.gov), and at [www.treasury.gov](http://www.treasury.gov). The document published in the Federal Register is the official document.*

## DEPARTMENT OF THE TREASURY

[31 CFR Part 35  
RIN 1505-AC77]

### Coronavirus State and Local Fiscal Recovery Funds

AGENCY: Department of the Treasury

ACTION: Final Rule

**SUMMARY:** The Secretary of the Treasury (Treasury) is adopting as final the interim final rule published on May 17, 2021, with amendments. This rule implements the Coronavirus State Fiscal Recovery Fund and the Coronavirus Local Fiscal Recovery Fund established under the American Rescue Plan Act.

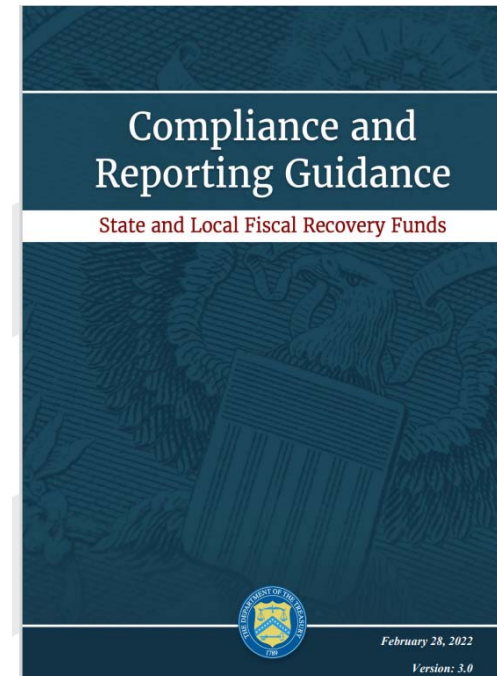
**DATES:** *Effective date:* The provisions in this final rule are effective April 1, 2022.

#### FOR FURTHER INFORMATION CONTACT:

Katharine Richards, Senior Advisor, Office of Recovery Programs, Department of the Treasury,

(844) 529- 9527

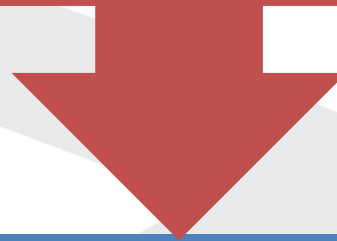
#### SUPPLEMENTARY INFORMATION:



US Treasury -  
Reporting  
Guidelines



City departments compiled a list of over \$19M in key projects and programs deferred due to, or necessary because of, the pandemic



## Sample Categories of Needs:

Equipment	Infrastructure	Technology	Services	Revenue Replacement	Community Public Assistance
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## Other Considerations...

- Focus on cross-departmental, one-time needs

## National League of Cities Principles

- Use dedicated grants and programs first
- Focus on one-time, significant expenditures
- Assess government operations and community needs
- Prioritize fiscal stability and returning to work

## Recent information

- Align with outcome of City Council Priority Setting
- Readiness to incorporate in the FY 2022-23 budget

# Community Recovery Bank



- Consistent with ARPA's intent to support the recovery of communities:
  - Staff is recommending the creation of a "Community Recovery Bank" to be funded with \$1.15M of ARPA funds
  - Seeking City Council input on this concept and a process to engage the community on potential projects/programs
  - Selected projects would need to comply with ARPA rules and strict reporting requirements





# Recommendations: Support Public Health Response

Department	Request	Amount	Council Priority or Core City Service	City Manager Recommended	Recommended Amount
<b>Support Public Health Response</b>					
Human Resources	COVID Related Employee Costs (Boucher Law Contract)	\$ 300,000	Hiring/Workforce Stability	Yes	\$ 300,000
Police & Fire	Napa Central Dispatch Alternate Answer Point	\$ 1,500,000	Core Need	Yes	\$ 1,500,000
Fire	Fire Station 1,2,&3 Alerting Systems	\$ 150,000	Core Need	Yes	\$ 150,000
All	Emergency Operations Related Plans (e.g., EOP Update, Debris Management Plan)	\$ 85,000	Core Need	Yes	\$ 85,000
Finance, EOC, Police, & Fire	Alternate EOC & Emergency Cooling Centers Backup Power	\$ 100,000	Core Need	Yes	\$ 100,000
<b>Recommended Total by Category</b>					<b>\$ 2,135,000</b>

# Recommendations: Services to Disproportionately Impacted Communities

Department	Request	Amount	Council Priority or Core City Service	City Manager Recommended	Recommended Amount
<b>Services to Disproportionately Impacted Communities</b>					
City Manager	Project Roomkey-Local Contribution	\$ 3,000,000	Homelessness	Yes	\$ 2,800,000
City Manager	Street Outreach/Housing Readiness	\$ 300,000	Homelessness	Yes	\$ 300,000
City Manager	Tenancy Care and Ongoing Housing Support for Project Homekey sites	\$ 400,000	Homelessness	Yes	\$ 400,000
<b>Recommended Total by Category</b>					<b>\$ 3,500,000</b>

# Recommendations: Infrastructure

Department	Request	Amount	Council Priority or Core City Service	City Manager Recommended	Recommended Amount
<b>Infrastructure (Stormwater, Water, Broadband)</b>					
Public Works	Stormdrain Infrastructure Funding	\$ 5,000,000	Economic Recovery/Dev.	Yes, reduce as needed to meet limit	\$ 4,715,000
Public Works	SD Condition Assessment	\$ 500,000	Economic Recovery/Dev.	Yes	\$ 500,000
<b>Recommended Total by Category</b>					<b>\$ 5,215,000</b>



# Recommendations: Replace Public Sector Revenue Loss

Department	Request	Amount	Council Priority or Core City Service	City Manager Recommended	Recommended Amount
<b>Replace Public Sector Revenue Loss</b>					
Public Works	Generators for Facilities - Police Department, City Emergency Operations Center and 911-	\$ 300,000	Core Need	Yes	\$ 300,000
Public Works	Generators for Facilities - Corp Yard	\$ 400,000	Core Need	Yes	\$ 400,000
Public Works	Public Works Lucity and GIS Advancement - LT GIS & Lucity Tech/program manager (3 years) + professional/technical services	\$ 500,000	Economic Recovery/Dev.	Yes	\$ 500,000
Public Works	Police Department Building HVAC	\$ 750,000	Core Need	Yes	\$ 750,000
City Clerk	Records Inventory	\$ 101,240	Core Need	Yes	\$ 101,240
Police	Replenish part time funding	\$ 250,000	Hiring/Workforce Stability	Yes	\$ 250,000
Public Works	SR 29 Undercrossing - City CIP# BP12PW01	\$ 815,000	Economic Recovery/Dev.	Yes	\$ 815,000
<b>Recommended Total by Category</b>					<b>\$ 3,116,240</b>





# Recommendations: Address Negative Economic Impacts “Community Recovery Bank”

Staff is seeking direction from the Council on a process for identifying how to best allocate this portion of the ARPA funds

Department	Request	Amount	Council Priority or Core City Service	City Manager Recommended	Recommended Amount
<b>Address Negative Economic Impacts</b>					
TBD	Community Recovery Bank Proposed Uses: Eviction Prevention/Rental Assistance, Food Needs, Child Care, and Housing Location and Barrier Removal	\$1,150,000	Economic Recovery/Dev.	Yes	\$ 1,150,000
<b>Recommended Total by Category</b>					<b>\$ 1,150,000</b>

**Total ARPA Recommended Expenditures: \$15.116M**



# FY 2021-22 Needs – ARPA Funds

## **-COVID Employee Costs**

With the recent uptick in COVID cases due to the Omicron variant, Human Resources has requested that \$100,000 of the \$300,000 requested for COVID contact tracing and testing costs be allocated in the current fiscal year - to assist in covering those immediate costs.

## **-Storm Drain Assessments**

To effectively proceed with all the storm drain work envisioned with ARPA funds, Public Works needs \$500,000 in the current fiscal year to undertake storm drain condition assessments as soon as possible.

**Remainder of projects and programs to be funded as part of FY 2022-23 budget**



# Recommended Actions

- 1) Receive a presentation on ARPA and the proposed plan for the use of the \$15.12M in ARPA funds.
- 2) Adopt the resolution approving the list of American Rescue Plan Act (ARPA) funded projects to be included in the FY 2022/23 budget process and revenue and expenditure budget adjustments to the FY 2021/22 adopted budget, as documented in Budget Adjustment No. BE2203503.



**From:** [Niki Williams](#)  
**Sent:** Monday, March 14, 2022 12:56 PM  
**To:** [Clerk](#); [Scott Sedgley](#); [Liz Alessio](#); [Bernie Narvaez](#); [Beth Painter](#); [Mary Luros](#); [Steve Potter](#)  
**Cc:** [Sharon Parham](#); [Christina Benz](#); [Janet C.](#)  
**Subject:** Item 14A, March 15 Council Meeting  
**Attachments:** Letter to Napa City Council.pdf

---

**Categories:** Unverified Contact

You don't often get email from [REDACTED] [Learn why this is important](#)

[EXTERNAL]

To the Mayor and City Councilmembers,

We are requesting that some of the ARPA funds assigned to “Address Negative Economic Impacts” be used to establish a rebate program for yard care businesses to purchase battery-operated leaf blowers (and possibly other zero-emission lawn care equipment).

The City of Napa lists 212 permitted businesses under the “Landscaping Service” type. Over half of these businesses (78) appear to be small, owner operated businesses with Latino owners. These would have been negatively impacted by the COVID-19 lockdown because yard care cannot be done “remotely”.

A ban on gasoline-powered leaf blowers, which will benefit the community and the equipment operators by reducing air and noise pollution, will also require yard care companies to purchase zero-emission equipment. This will have a disproportionate impact on small yard care businesses.

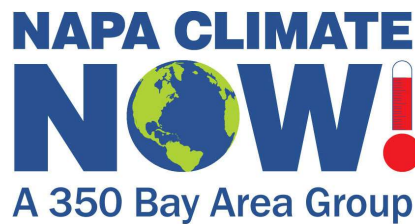
The City has an opportunity with the ARPA funds to help these businesses reduce pollution and remain economically viable by funding an effective rebate program. A rebate program will also prepare businesses for the new regulations from AB 1346 which will prohibit the sale of gas-powered lawn equipment by 2024.

Commercial leaf blowers, such as the Stihl 100 model used by the City’s Public Works Department, costs about \$2000 for the blower and battery backpack. We recommend funding the rebate program with a minimum \$100,000 to be able to supply at least 50 businesses with zero-emission equipment but ask you to be as generous as possible.

Establishing a rebate program will allow the City Council to move forward with two of its stated priorities for 2022: economic recovery and action on climate change. We urge you to take advantage of the ARPA funds to create a rebate program and help local businesses act on climate change.

Thank you for your consideration.  
 The Napa Climate NOW! Leaf Blower Issue Team  
 Niki Williams  
 Sharon Parham  
 Janet Clare Gotch  
 Chris Benz





*Advocating for smart climate action based on the latest climate science*

March 14, 2022

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Niki Williams  
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Chris Benz

[www.350bayarea.org/NapaClimateNow](http://www.350bayarea.org/NapaClimateNow) • [NapaClimateNow@350bayarea.org](mailto:NapaClimateNow@350bayarea.org)



# ALTA EAST SUBDIVISION

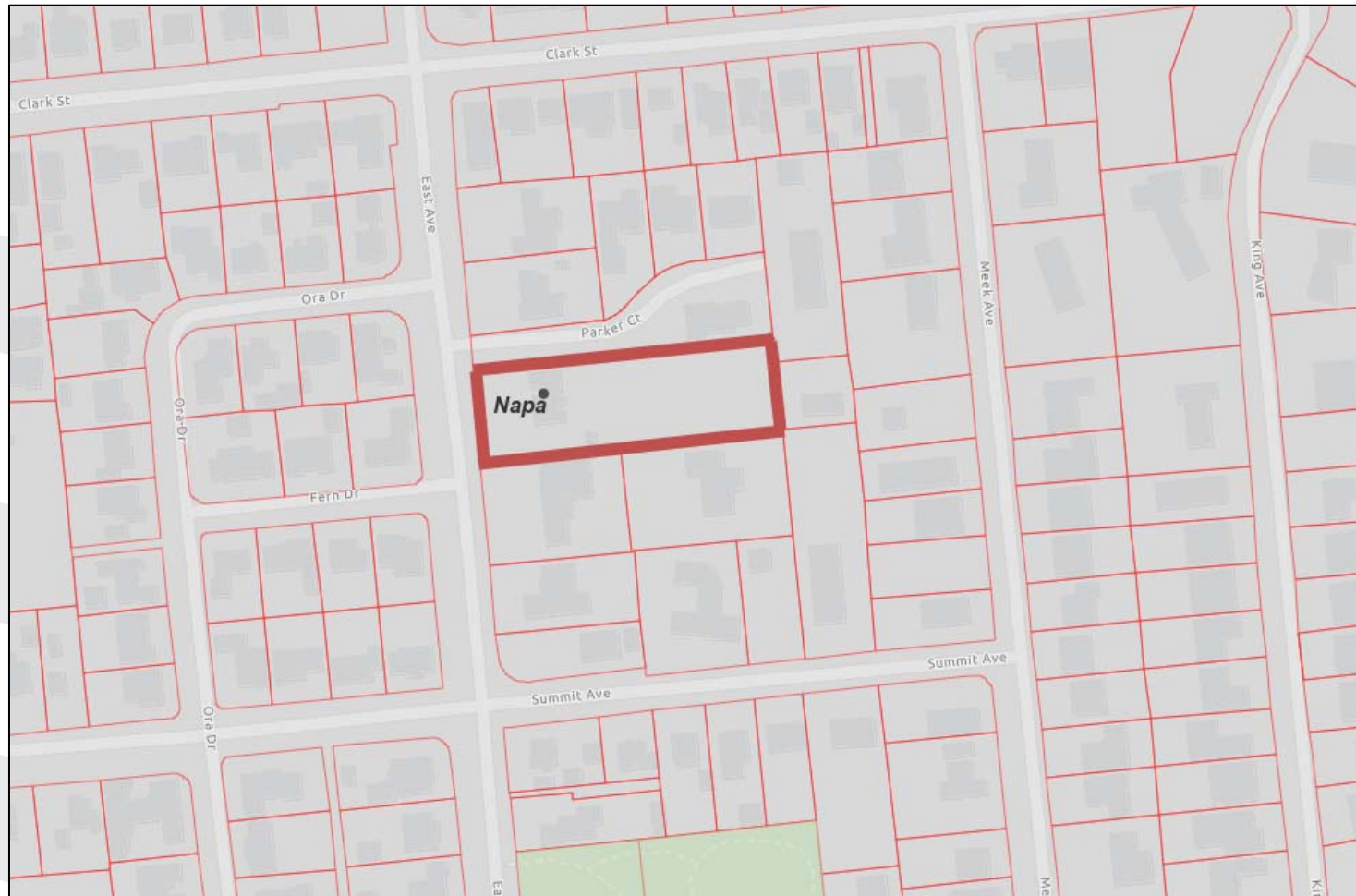
PL21-0066  
March 15, 2022

# Entitlements

- Tentative Subdivision Map
  - Subdivide 0.83-acre property into 5 residential lots
- Design Review
  - Tentative Subdivision Map
  - 5 Single-family residential units
- Use Permit
  - Flag Lots



# Project Location



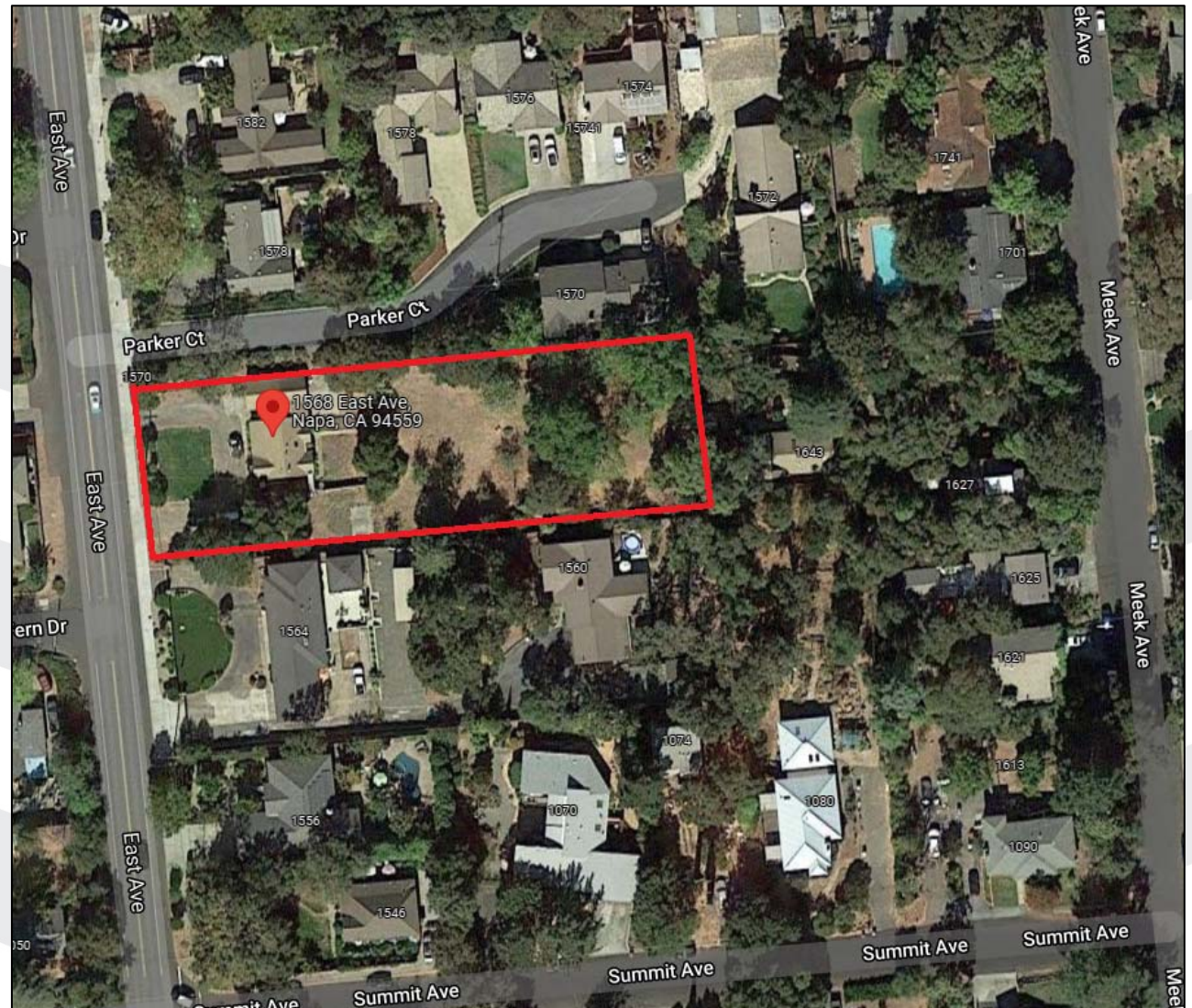
- 1568 East Avenue
- 36,154 square-feet (0.83-acre) parcel



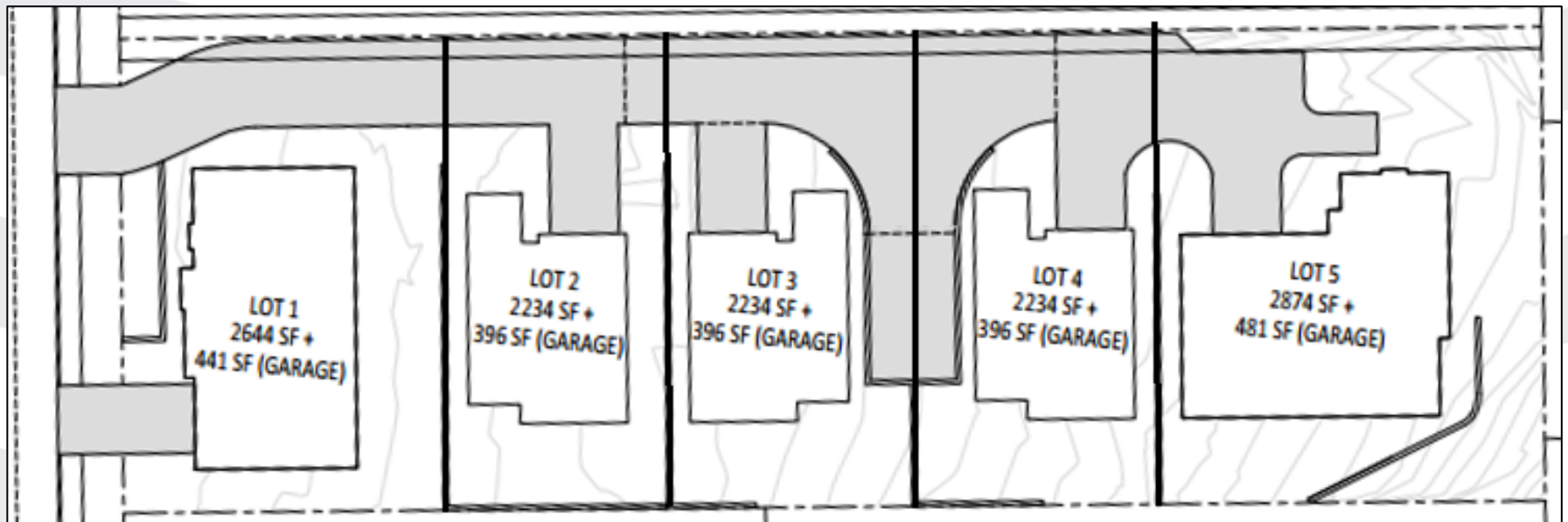


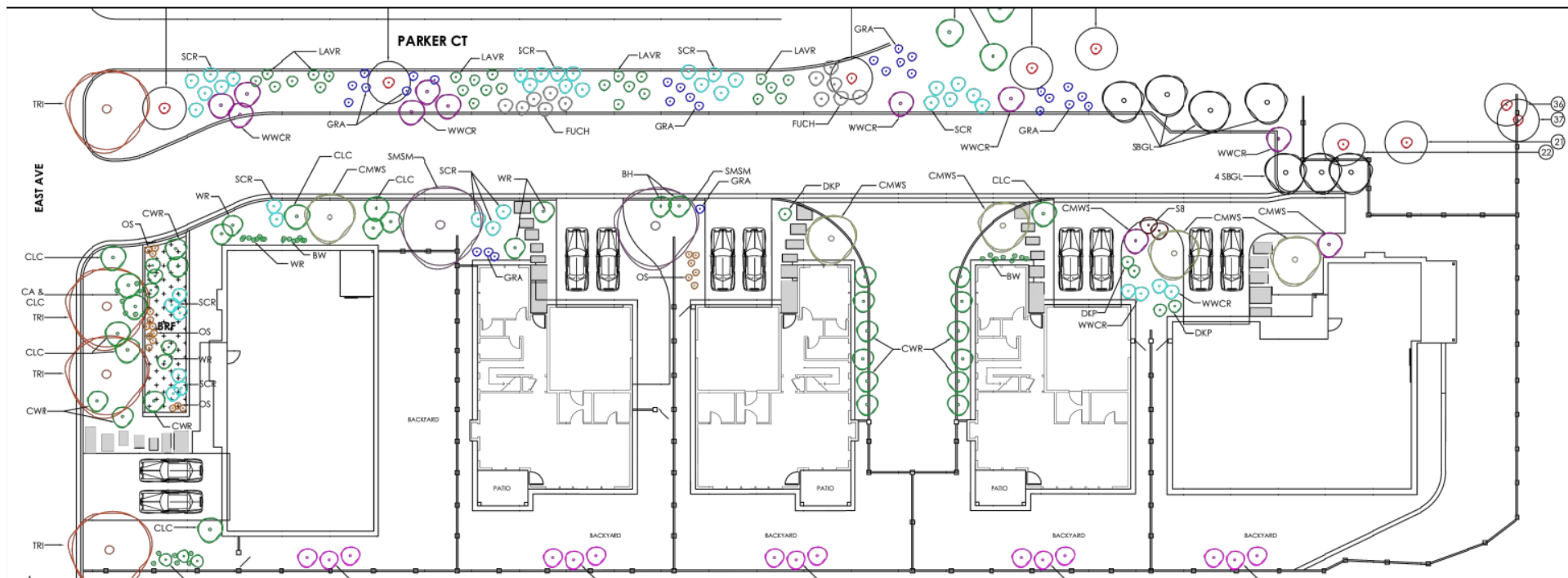
# Property Designation

- General Plan
  - SFI-105 (3-8 du/acre)
  - 0.83-acre lot
  - min 2 – max 6 units
- Zoning
  - RI 5 - Single-Family Infill (Min. 5,000 sq. ft. lot size)



# Site Plan





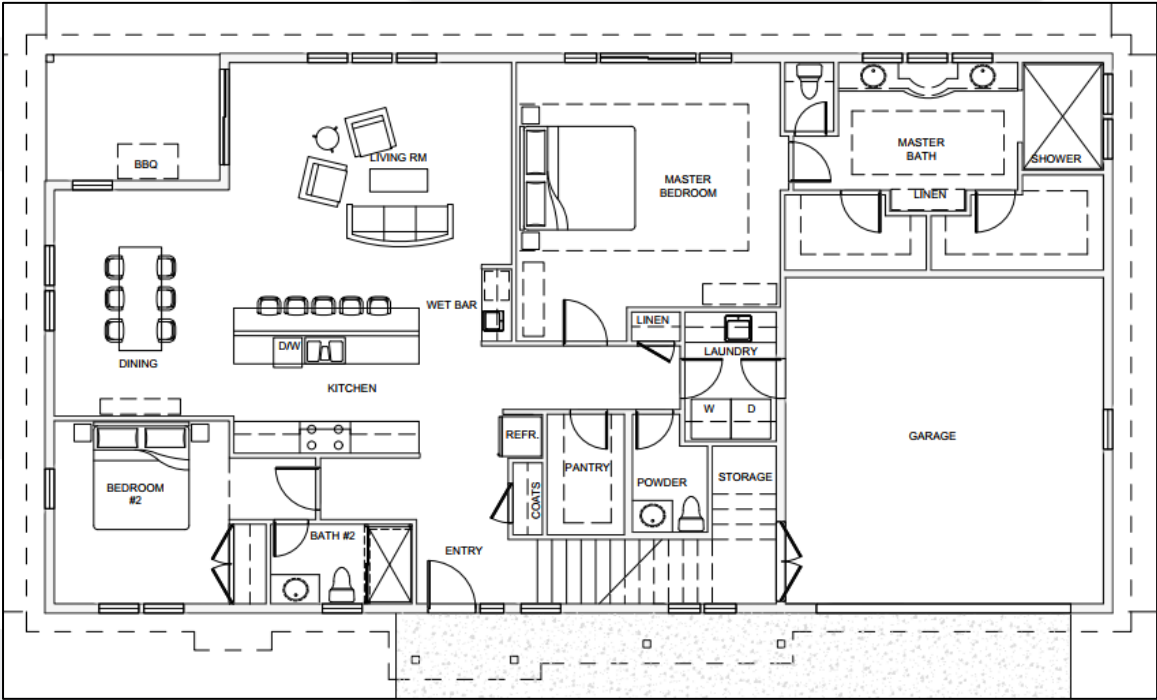
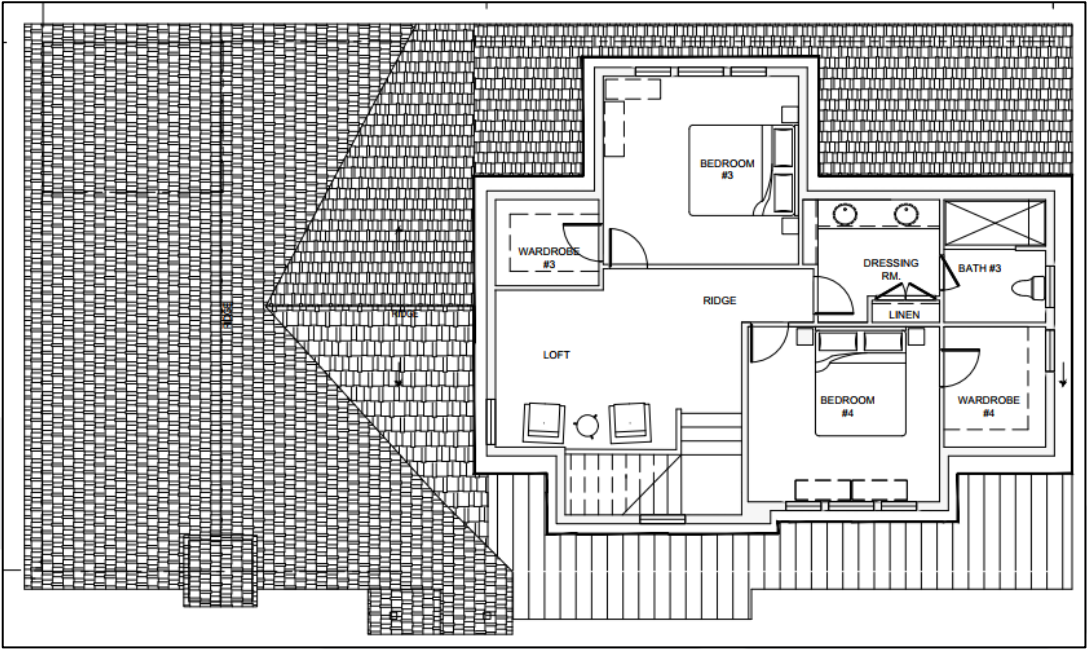








# Lot 1 Floor Plan





Side (North facing driveway)



Rear



Front



Side (South facing)

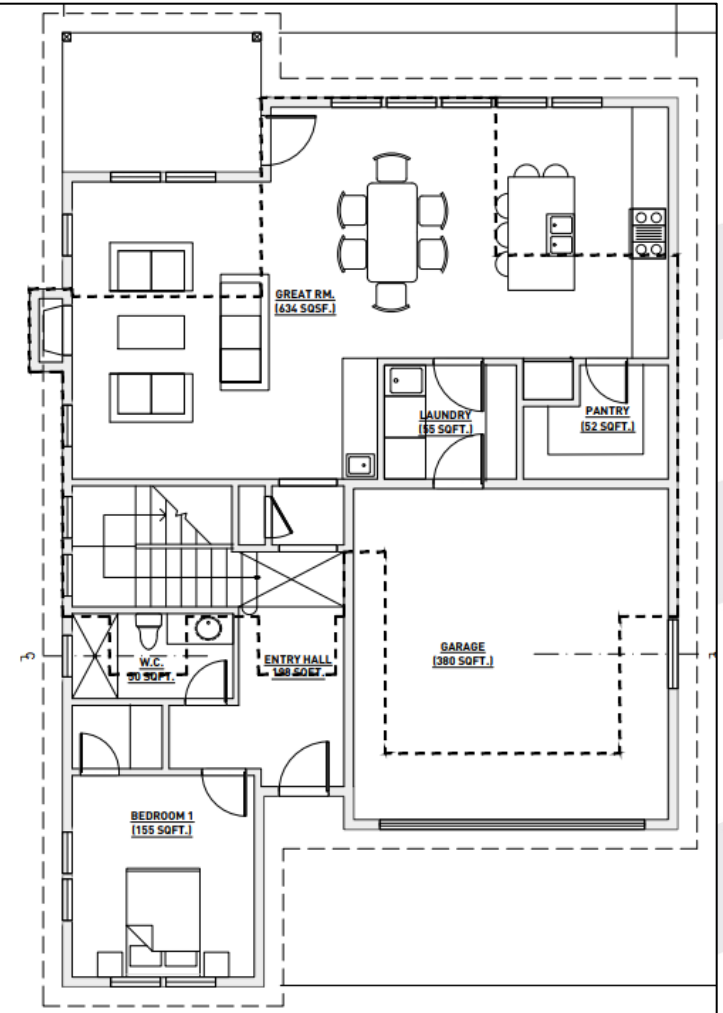
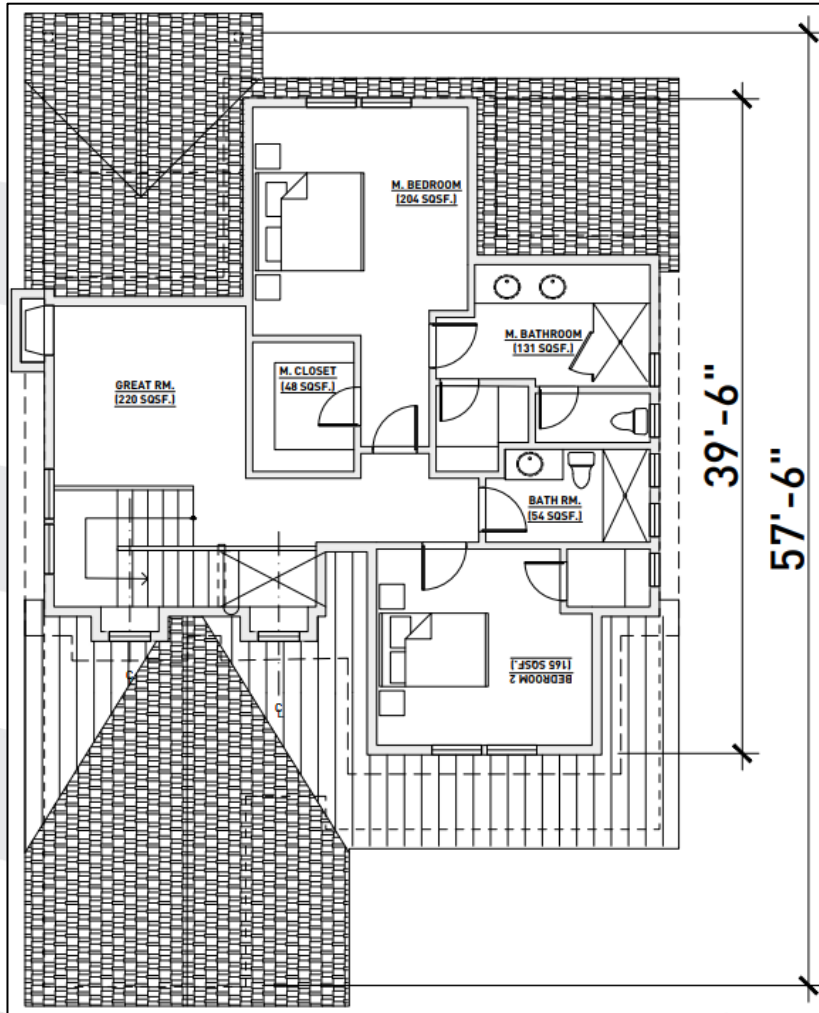






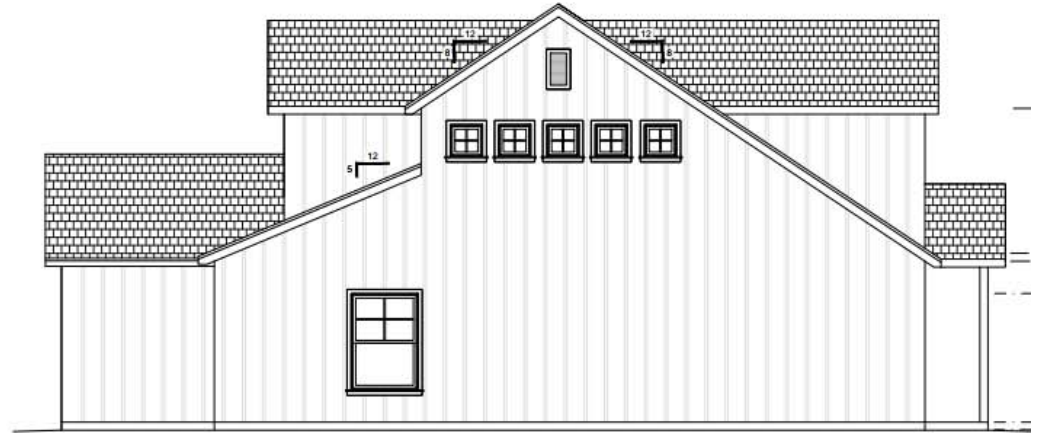


# Lots 2,3,4





3 SOUTH ELEVATION



4 WEST ELEVATION



2 EAST ELEVATION



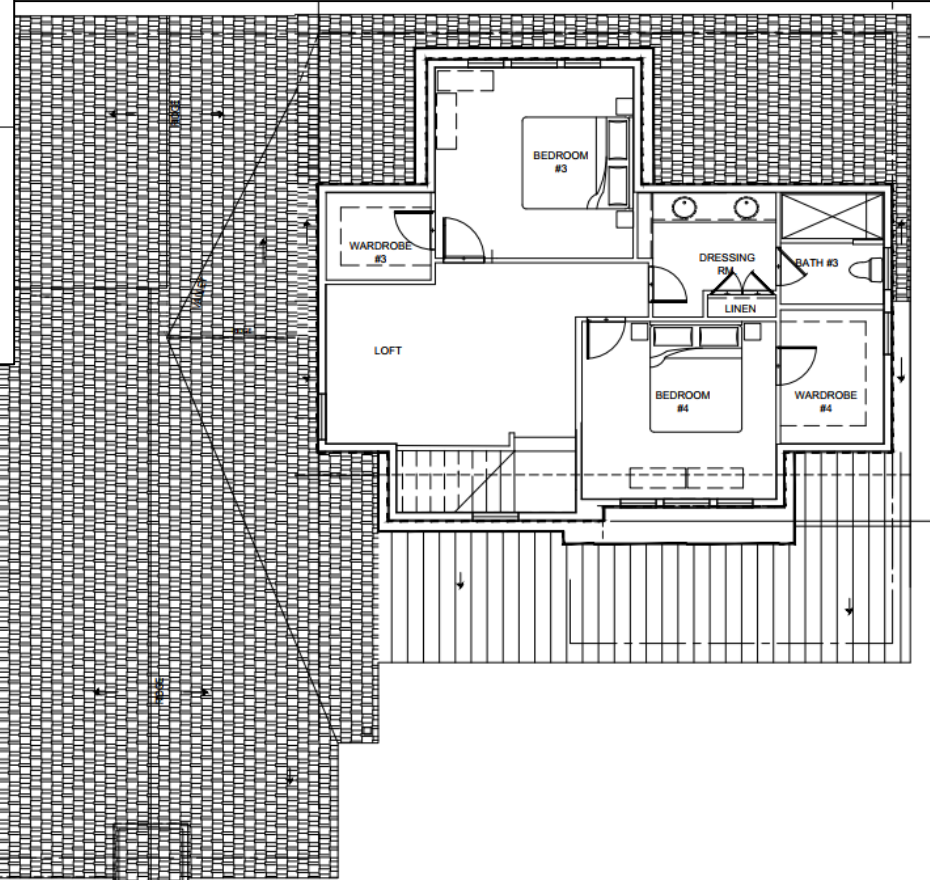
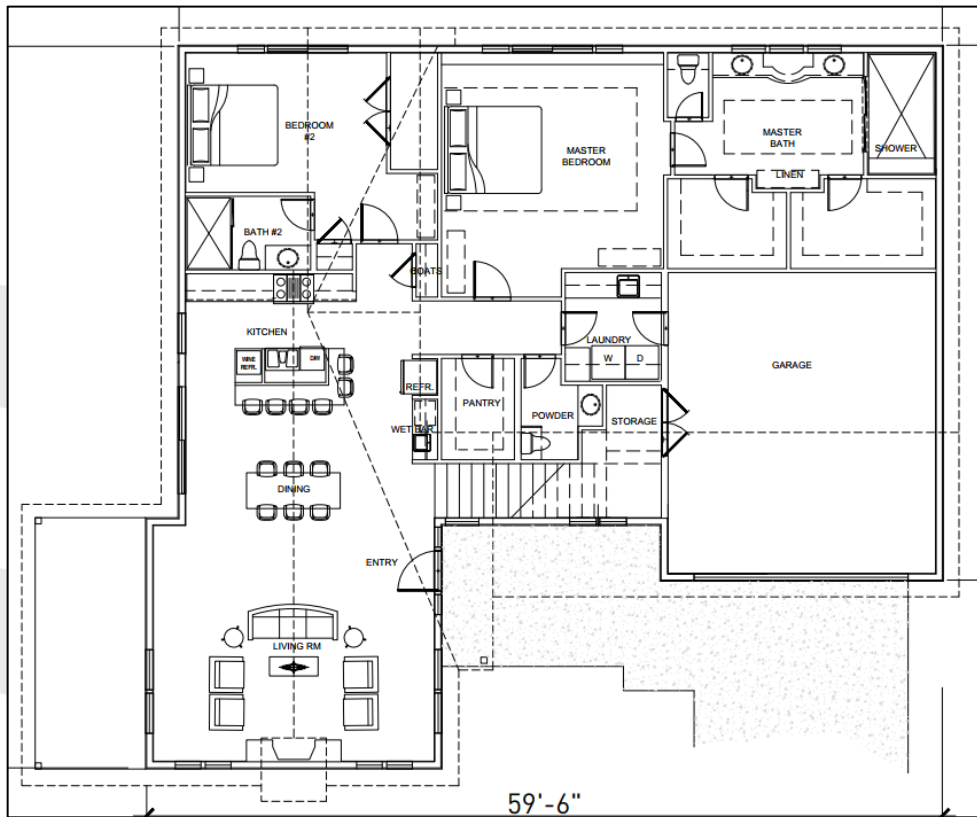
1 NORTH ELEVATION







# Lot 5







# Planning Commission Discussion

## Architectural Diversity

- update facades of homes prior to building



# City Council Actions:

- (1) Determine that the project is exempt from CEQA; and
- (2) Approve the Tentative Subdivision Map, Design Review Permit, and Use Permit based on a determination that the application, as conditioned, is consistent with the City's General Plan, Zoning Ordinance, and other applicable City requirements and policies.





The background of the slide is a photograph of a street in Napa, California. It shows historic brick buildings, including a prominent one with a circular top section. The scene is captured during the day, with some greenery in the foreground.

# End of Presentation



**Starting with the first message, first:**

-----Original Message-----

From: janis pollock [REDACTED]  
Sent: Tuesday, February 22, 2022 8:52 AM  
To: Patricia Baring <pbaring@cityofnapa.org>  
Subject: February 17, 2022 meeting

[REDACTED]

[EXTERNAL]

February 18, 2022

Dear Mr. Huether,  
and planning commission,

This letter is to clarify the idea that no one seemed to have any concerns over the Alta Heights East project by Blake Griffin. As early as July 22, 2021 my wife and I contacted Bond Mendez as to how such a large group of homes could possibly be built next to our property [REDACTED] [REDACTED] ) The correspondence continued from July into September 2021. If the planning commission did not receive these questions how would they know there was opposition? We don't know the process but were told all complaints would go into a folder to be addressed later. Is that time now?

Why wasn't the folder with our numerous complaints forwarded to the planning commission who conducted the meeting February 17, 2022 @ 5:30pm?

Then maybe they wouldn't have been SO confused during the meeting when our daughter/partner and my wife were able to get their 3 minutes of talk time!

Also, for the record we have been out of town for a month and unable to see our mail (an email also would have been nice) at home so were unaware of the meeting on February 17! If given the chance we would have definitely voiced our concerns in advance, AGAIN- Sitting in on that meeting and hearing the panel of members confused by not receiving any complaints we are appalled that someone in attendance didn't have the integrity to step up and acknowledge our numerous concerns sent to the planning department and Mr. Griffin.

Seems like our voices have never been heard or were just dismissed.

Lastly, we'd like to say how furious we felt listening to the panel at the meeting laughing and joking about this project that is so painful for our family! Apparently you think it's funny to joke about grabbing a beer on your way through the living room and the barn garage doors while we are suffering waiting to find out your decision and how our lives will change forever!

Also, we have waited a year and a half to finally be able to share our feelings and concerns on this project and we are allowed 3 minutes with you cutting us off whenever we said something you didn't like. You all should have realized what an emotional and uncertain time this is for us. Sad how the City of Napa's loyalty is for a new Napa developer instead of generations of family members who have supported Napa.

We were offended listening to Mr. Griffin talking about how he's so happy to be building needed homes for families while destroying lives of seniors already living here. Does that sound like a double standard?

Mr Griffin had other options as to how he could develop this property that would have been better for everyone but he chose money over morals.

This project seems like a clear case of Private Nuisance.

From our perspective the planning commission meeting was a total waste of our time. It seemed to be a done deal from the beginning with a couple of members admitting they went out and looked at the property but had no questions or anything to add. Sorry they couldn't have considered the impact this project will have on the neighbors.

You were just going through the motions!

The little guy doesn't stand a chance.

We are forwarding several emails proving our worries and concerns about this project since Mr. Griffin purchased the property.

Peace and Happiness  
Paul and Janis Pollock



Peace and Happiness

**From:** janis pollock [REDACTED]  
**Sent:** Tuesday, February 22, 2022 8:54 AM  
**To:** Patricia Baring <pbaring@cityofnapa.org>  
**Subject:** February 17, 2022 meeting

[REDACTED]

[EXTERNAL]

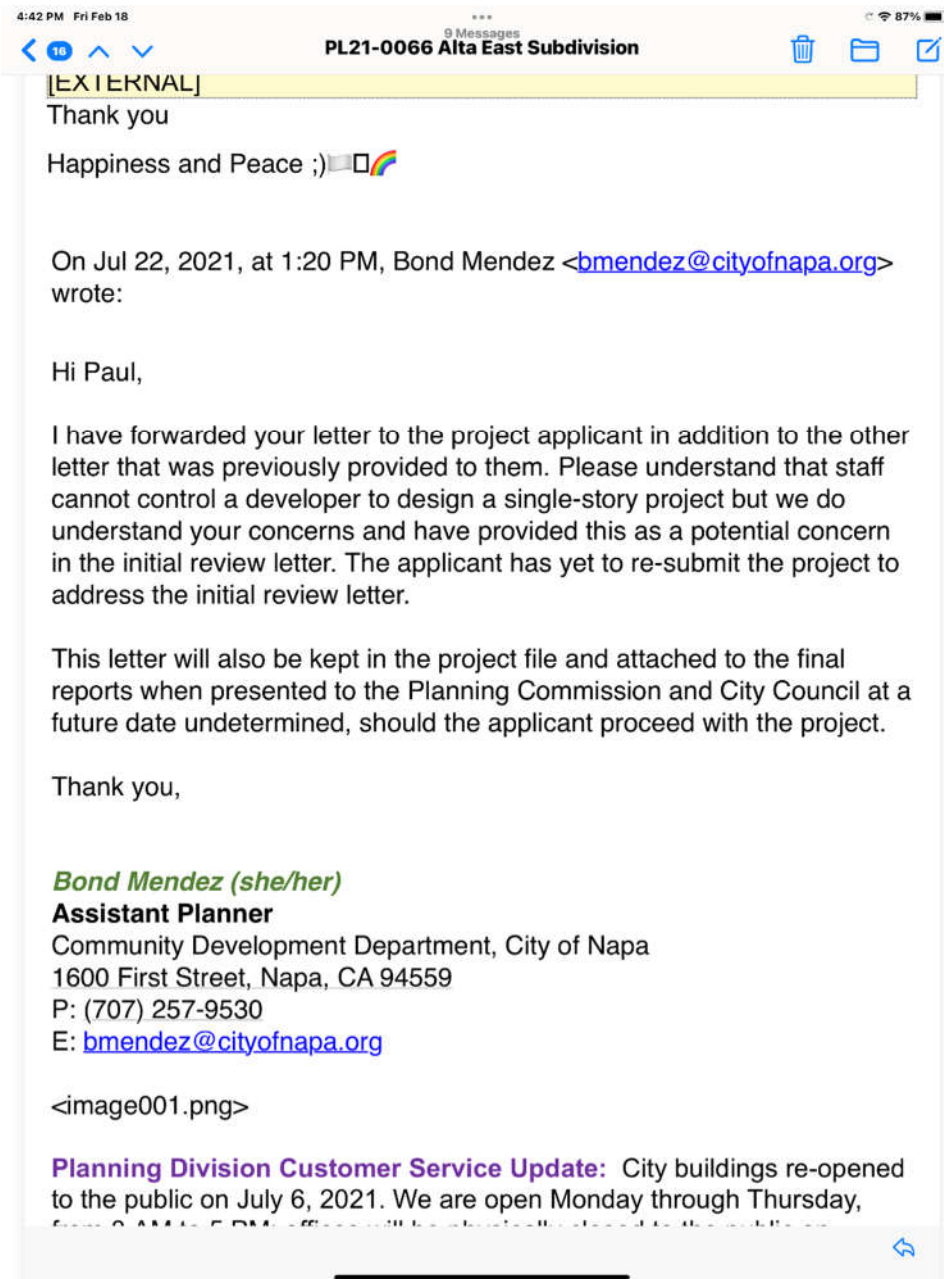


Peace and Happiness

**From:** janis pollock [REDACTED]  
**Sent:** Tuesday, February 22, 2022 8:55 AM  
**To:** Patricia Baring <pbaring@cityofnapa.org>  
**Subject:** February 17, 2022 meeting

[REDACTED]

[EXTERNAL]



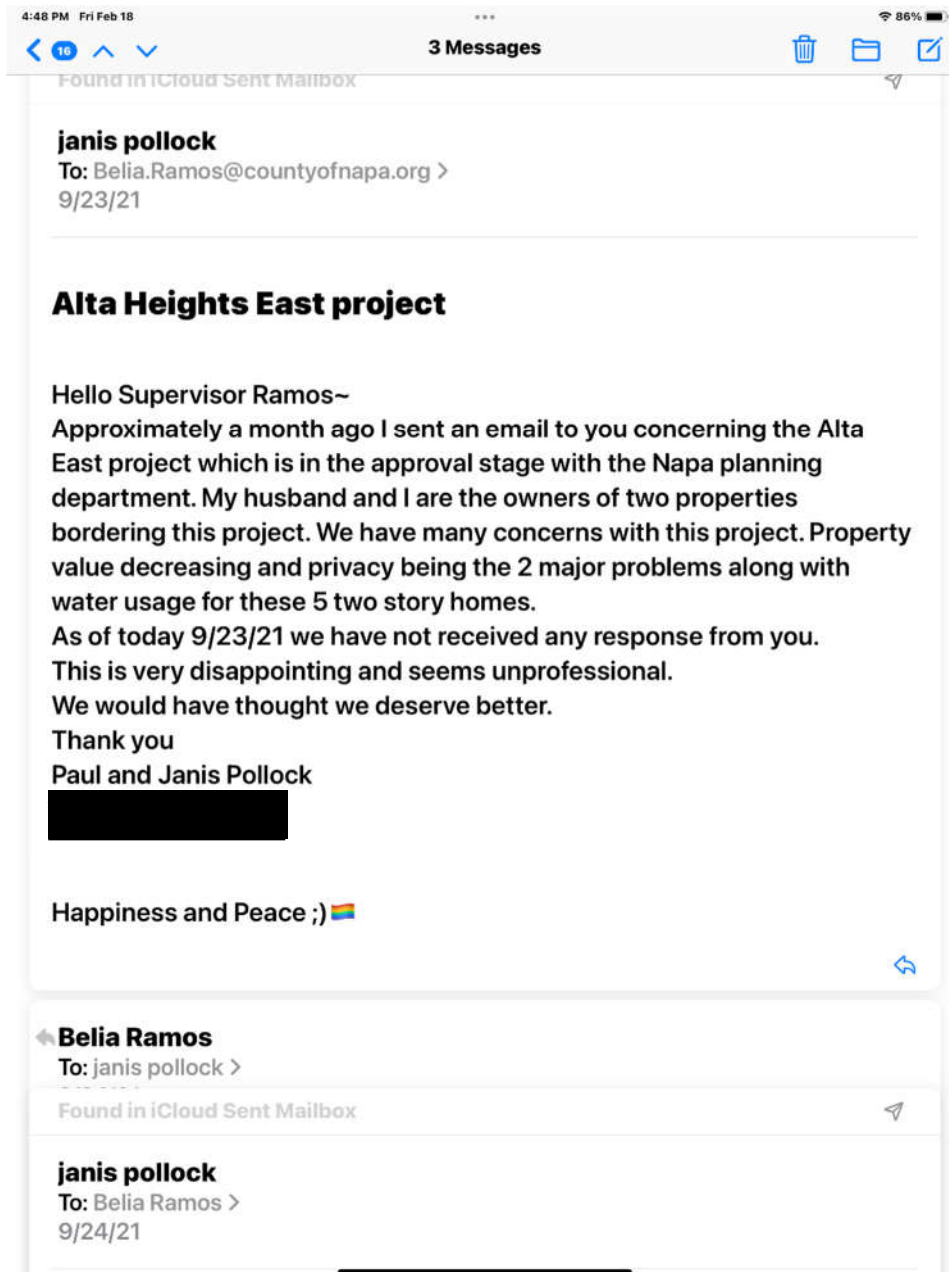
Peace and Happiness



**From:** janis pollock [REDACTED]  
**Sent:** Tuesday, February 22, 2022 8:56 AM  
**To:** Patricia Baring <pbaring@cityofnapa.org>  
**Subject:** February 17, 2022 meeting

[REDACTED]

[EXTERNAL]

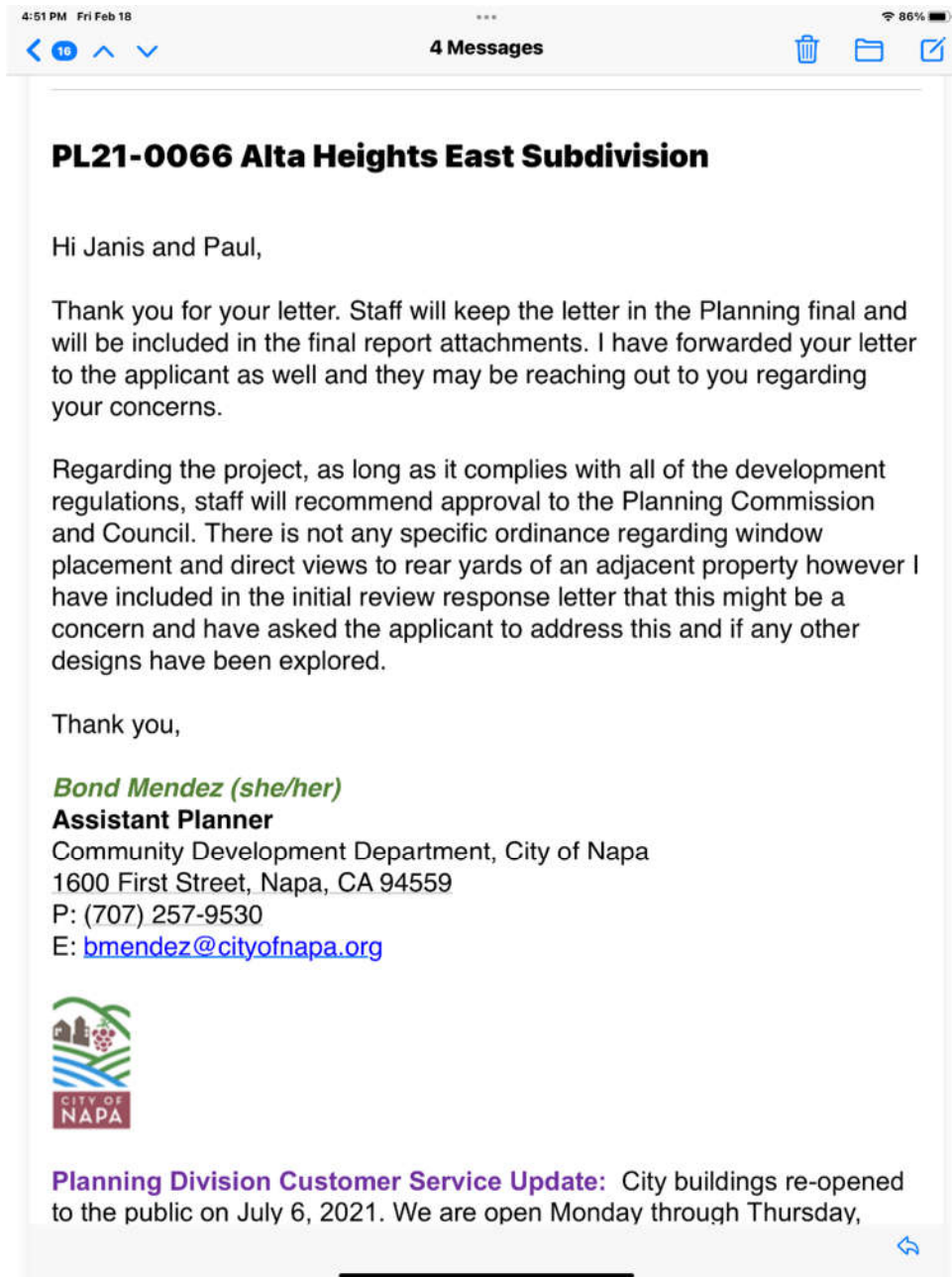


Peace and Happiness

**From:** janis pollock [REDACTED]  
**Sent:** Tuesday, February 22, 2022 8:57 AM  
**To:** Patricia Baring <pbaring@cityofnapa.org>  
**Subject:** February 17, 2022 meeting

[REDACTED]

[EXTERNAL]

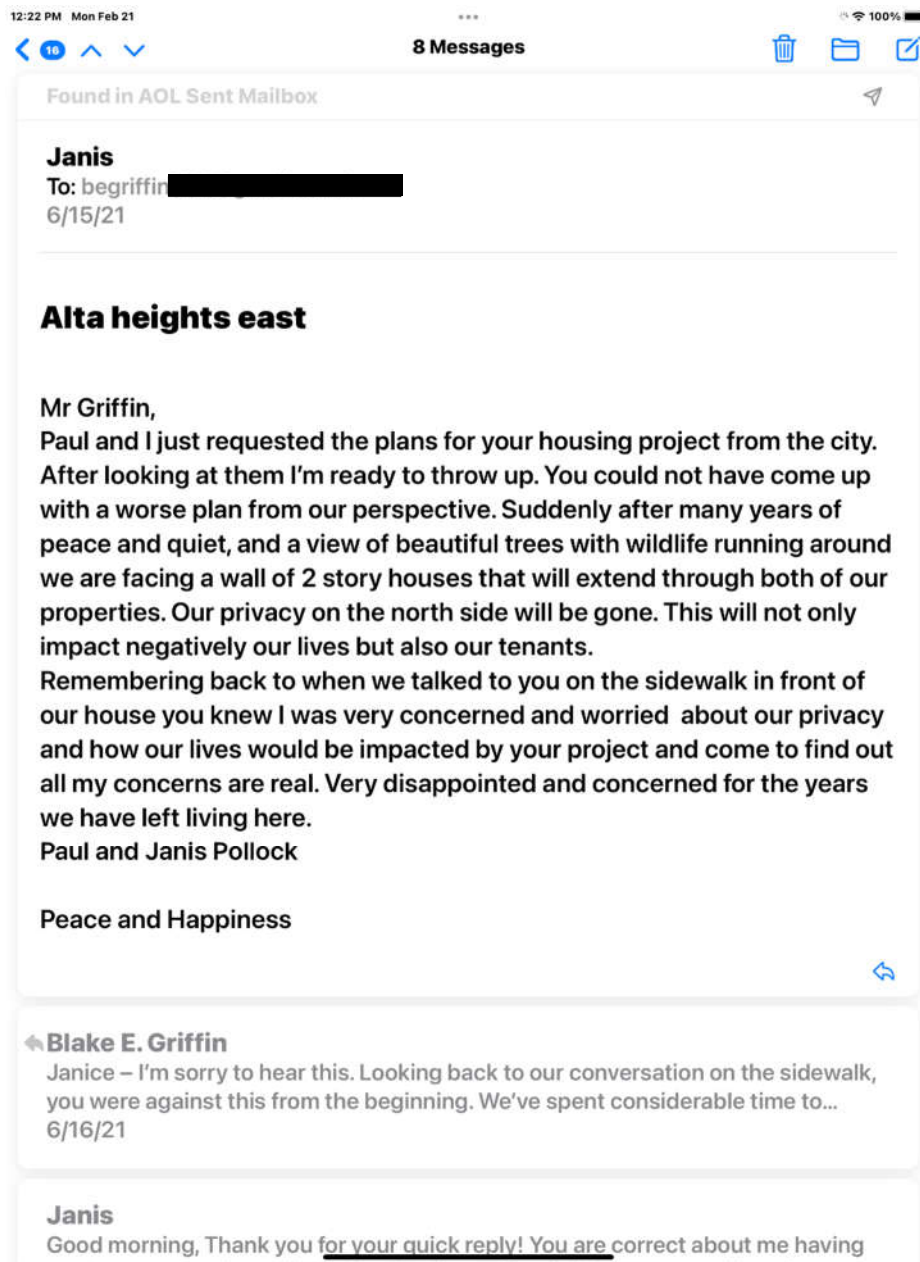


Peace and Happiness

**From:** janis pollock [REDACTED]  
**Sent:** Tuesday, February 22, 2022 8:58 AM  
**To:** Patricia Baring <pbaring@cityofnapa.org>  
**Subject:** February 17, 2022 meeting

[REDACTED]

[EXTERNAL]



Peace and Happiness

**From:** janis pollock [REDACTED]  
**Sent:** Tuesday, February 22, 2022 8:59 AM  
**To:** Patricia Baring <pbaring@cityofnapa.org>  
**Subject:** February 17, 2022 meeting

[REDACTED]

[EXTERNAL]

